



[Crystal \(Minn.\).](#)
[City Council Minutes and Agenda Packets.](#)

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COUNCIL AGENDA

March 1, 1988

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on March 1, 1988, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

The Secretary of the Council called the roll and the following were present:

Councilmembers

P Herbes
P ^{7:02} Moravec
P Rygg
P Langsdorf
P Aaker
P Leppa
P Smothers

Staff

P Dulgar
P Olson
P ^{7:02} Kennedy
P Monk
P Peterson
A Deno
P George

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The City Council considered the minutes of the regular City Council meeting of February 16, 1988.

Moved by Councilmember Herbes and seconded by Councilmember Langs to
(approve) (approve, making the following exceptions: _____

_____ to) the minutes of the
regular City Council meeting of February 16, 1988.

Motion Carried.

REGULAR AGENDA

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Aaker declared this was the date and time as advertised for a public hearing at which time the City Council will consider allocation of Year XIV Community Development Block Grant Funds and the reprogramming of \$36,003 of Year XIII Community Development Block Grant Funds. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were:

The Mayor closed the Public Hearing.

Moved by Councilmember Sm and seconded by Councilmember Mar to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 88- 9

A RESOLUTION APPROVING PROPOSED PROGRAM FOR YEAR XIV
URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDS AND AUTHORIZING ITS SUBMITTAL

By roll call and voting aye: _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not
voting: _____

Motion carried, resolution declared adopted.

2. The City Council considered the application of Martha J. Broberg-Harrison to the Northwest Hennepin Human Services Council's Advisory Board for a two-year term expiring 12-31-89.

Moved by Councilmember Mar and seconded by Councilmember Rygg to appoint Martha J. Broberg-Harrison to the Northwest Hennepin Human Services Council's Advisory Board for a two-year term expiring 12-31-89.

Motion Carried.

Sm/Herbes to close { 2. u o/
as modified (2 resolutions)

Res. No. 88-10
Resolution Approving
Reprogramming of
\$36,003 of Year XIII
DBF Funds
into Scattered
Site No. 910

3. The City Council considered playground equipment for the park area at Forest School.

Let Lang 1200 11 - 15th - 6'
— 4.00

4. The City Council considered tree removal and tree trimming bids for 1988.

Let Lang 1200 11 - 15th - 6'
— 4.00

Moved by Councilmember Sm. and seconded by Councilmember Rygg. to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 88-11

RESOLUTION AWARDING A CONTRACT

for tree trimming & tree removal for 1988

By roll call and voting aye: ALL, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____, _____; absent, not voting: _____.

Motion carried, resolution declared adopted.

5. The City of Crystal acknowledged the receipt of donations from the Knights of Columbus in the amount of \$800 and from the Crystal Firemen's Auxiliary in the amount of \$400 for permanent seating for Becker Park Performing Arts stage area.

6. The City Council considered a request from Big Brothers/Big Sisters to terminate their lease for rental space at Thorson Community Center effective March 31, 1988 and to waive the 90-day requirement notification for breaking such lease.

Moved by Councilmember Sm. and seconded by Councilmember Herbes to (approve) (deny) (continue until _____ the discussion of) termination of Big Brothers/Big Sisters' lease at Thorson Community Center effective March 31, 1988 and to waive the 90-day requirement notification for breaking such lease.

Motion Carried.

7. The City Council considered designating a Director for the Joint Powers Agreement on Refuse and Recycling Collection.

Moved by Councilmember Lange and seconded by Councilmember Leppa to designate City Mgr. as a Director for the Joint Powers Agreement on Refuse and Recycling Collection.

Motion Carried.

8. Bill Monk, Public Works Director, presented a review of flood related issues from the July 1987 rainstorm.

9. The City Council considered a resolution expressing concern regarding the proposed amendments to the Minnesota Tax Increment Financing law.

Moved by Councilmember Kygg and seconded by Councilmember Leppa to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 88-12

RESOLUTION EXPRESSING CONCERN REGARDING ~~SENATE~~ ^{State} SENATE
TAX INCREMENT FINANCING BILL

By roll call and voting aye: _____, _____, _____, _____, _____,
 _____, _____; voting no: _____, _____, _____, _____; absent, not
 voting: _____, _____, _____.

Motion carried, resolution declared adopted.

10. The City Council considered a resolution regarding charitable gambling contributions.

Send list of organizations to license holders.

Moved by Councilmember _____ and seconded by Councilmember _____ to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 88-

RESOLUTION REGARDING CHARITABLE GAMBLING CONTRIBUTIONS
WITHIN THE CITY OF CRYSTAL

By roll call and voting aye: _____, _____, _____, _____, _____,
 _____, _____; voting no: _____, _____, _____, _____; absent, not
 voting: _____, _____, _____.

Motion carried, resolution declared adopted.

Mayor announced Lions Club donation of \$3,000 -
to Crystal Freeman's Relief Assoc at Annual Freeman's
Retirement Dinner.

11. The City Council considered rental of the Crystal Municipal Pool by the Marauder Aquatic Club.

Moved by Councilmember Sm and seconded by Councilmember Rygg to (approve) (deny) (continue until _____ the discussion of) rental of the Crystal Municipal Pool by the Marauder Aquatic Club for morning swim team practice on Monday, Wednesday, and Friday from 6 to 9 a.m., from June 13 - August 12, and further to charge the organization a rental rate of \$20 per hour.

Motion Carried.

12. The City Council considered temporary sign permit #000314 and waiver of fee for signs advertising the Lions Pancake breakfast to be held at the V.F.W. Post 494 on March 13, 1988.

Moved by Councilmember Rygg and seconded by Councilmember Herliess to (approve) (deny) (continue until _____ the discussion of) temporary sign permit #000314 and waiver of fee for signs advertising the Lions Pancake breakfast for the period of March 6 through March 13, 1988 at 3600 Douglas Drive, 2756 Douglas Drive, 4920 West Broadway, 5924 West Broadway, 7200 - 56th Avenue North and 5222 - 56th Avenue North.

Motion Carried.

OPEN FORUM

Mayor Haker of C (N.W. Corridor) LRT Advisory Committee.

Res. No. 88-13
Lang/Mor. P to res. on N.W. Corridor etc.

— y e,

y y Co

City Clerk gave report on implementation of plan
to use new Optical Scan voting equip. for #281 School Bld.
Election.

Moved by Councilmember Mor. and seconded by Councilmember Rygg to
approve the list of license applications.

Motion Carried.

Moved by Councilmember Herb and seconded by Councilmember Leppa to
adjourn the meeting.

Motion Carried.

Meeting adjourned at 8:05 pm.

APPLICATIONS FOR LICENSE
March 1, 1988

FOOD ESTABLISHMENT - Itinerant (exempt)

Crystal Lions, at VFW, 5222 56th Avenue North, one day
only, pancake breakfast, March 13, 1988

FOOD ESTABLISHMENT - Restaurant (\$110.00 1st fac. + \$27.50
ea. addnl. fac.)

Pub's Pizza, 3545 Douglas Drive
Delicious Chow Mein, 2724 Douglas Drive

FOOD ESTABLISHMENT - Retail (\$82.50 1st fac. + \$27.50
ea. addnl. fac.)

Jack's Superette, 7200 56th Avenue North

CIGARETTE - \$12.00 ea. machine and or over counter sales

Jack's Superette, 7200 - 56th Avenue North

MECHANICAL AMUSEMENT: \$104.50 ea. machine

Summit Amusement for Ciao Bella's Pizza & Pasta House,
2732 Douglas Drive

GAS FITTERS: \$30.25 plus \$5.00 for each gas fitter's card

Northwest Heating & Air Cond., 9964 Hemlock Lane,
Marsh Heating & Air Cond., 6248 Lakeland Avenue N.
Heins Plumbing, 2920 Birkshire Lane, Plymouth
Gregg Werner Plumbing, 11501 65th Place North,
J. L. Bjorlin Plumbing Company, 10701 93rd Avenue
E.S.I. Advertising Inc., 841 Grand Avenue, St. Paul
Backdahl & Olson Plbg. & Htg. Co. Inc., 3157 Chicago,
Minneapolis

PLUMBERS: \$30.25

Backdahl & Olson Plbg., Htg. Co., Inc., 3157 Chicago,
Minneapolis

3.2 BEER OFF-SALE

Jack's Superette, 7200 - 56th Avenue North

APPLICATION FOR LICENSES
MARCH 1, 1988

SIGN LICENSES

All Floors & More, 5736 Lakeland Avenue
Beaver Machine & Tool, Inc., 5249 Hanson Court
Beltline Barber Shop, 3603 Vera Cruz Avenue
The Church of Jesus Christ of Latter Day Saints,
2801 Douglas Drive
Crystal Cleaners & Launderers, 3022 Douglas Drive
52 Hi Restaurant, 5640 West. Broadway
Robert Fleming, Fleming Holding Company, Inc.,
233 Park Avenue
G. I. Joe Surplus, 303 Willow Bend
The Great Northwestern Hair Company, 5311 36th Avenue
Gussini Shoes, 6606 Tussing Road, P.O. Box 16751,
Columbus, OH
Hennepin County Library, 12601 Ridgedale Drive
Jiffy Lube, 5273 West Broadway
Liberty Garment Manufacturing, 6105 - 42nd Avenue
Mattress Liquidators, 6200 - 56th Avenue
Meyers Outdoor Adv. Co., 1700 West 78th Street
Naegele Outdoor Advertising Company, 1700 W. 78th St.
Nat'l. Adv. Co., Great Lakes Office, 6850 S. Harlem
Argo, Illinois
Norcostco Inc., 3203 Vera Cruz
Northwestern Bell, 5421 Lakeside Avenue
Olivet Baptist Church, 3420 Nevada Avenue
Pier I Importss #089, 301 Commerce St., Fort Worth TX.
Proex Photo Finishing, 5514 West Broadway
Rapid Oil Change, 5602 Lakeland Avenue North
Rax Restaurant, 6817 56th Avenue North
Rostamo's Food & Liquors, 6014 Lakeland Avenue
Superamerica (#4187), 7818 36th Avenue North
Tim's Tree Service, 5612 Corvallis Avenue
Video Hits, 5309 - 36th Avenue North

TREE TRIMMERS (\$55.00)

Ceres Tree Company, 2735 - 4th St. S.E., Mpls., MN 55414
Crystal Tree Service, 3417 Yates Ave. No., Crystal, MN 55422
Tim's Tree Service, 5612 Corvallis Ave. N., Crystal, MN 55429

Sent with preliminary agenda on 2-26-88:

Minutes of Council meeting of 2-16-88.

Memo from Community Development Coordinator dated 2-25-88 re: Year XIV CDBG Program Proposal, and related information attached to memo.

Application of Martha J. Broberg-Harrison for appointment to the N.W. Hennepin Human Services Council."

Memo from Asst. City Mgr. dated 2-26-88 re: Tree Trimming Bids.

Memo from Park & Rec. Director dated 2-23-88 re: Donation for Permanent Seating for Becker Park Stage Area.

Memo from Admin. Asst. dated 2-22-88 re: lease termination request, Big Brothers/Big Sisters - Thorson Center; Letter from Exec. Dir. of Big Brothers/Big Sisters dated 2-11-88.

Memo from City Engr. dated 2-23-88 re: Flood Related Improvements.

Memo from City Mgr. dated 2-25-88 re: Proposed Amendments to MN Tax Increment Financing Law; Resolution Expressing Concern Regarding Senate Tax Increment Financing Bill.

Resolution Regarding Charitable Gambling Contributions Within The City of Crystal.

Memo from Park & Recreation Director re: Rental of Crystal Pool by Marauder Aquatic Club.

Park & Rec. Advisory Commission Agenda for 3-2-88. Council Calendar for March 1988.

Councilmember Smother's report from the 1987 National League of Cities 64th Annual Congress of Cities.

Letters from Charitable Gambling Control Board to City dated 2-19-88, to Church of All Saints dated 2-19-88 and 12-29-87; Letter to Gambling Board from Church of All Saints dated 2-11-88; Letter to Gambling Board from Comprehensive Accounting Services dated 1-8-88 and lease agreements for Church of All Saints at Paddock Bar for 11/5/87-11-5-88 and 1/1/87 - 1/1/88.

1987 Fire Department Annual Report.

Memo from Recycling Coordinator dated 2-23-88 re: 1987 Recycling Report to Hennepin County, with related attachments.

Action Needed Memo from the 2-16-88 Council Mtg.

Information provided at the 3-1-88 Council Meeting

Memo from Asst. City Mgr. dated 2-26-88 re: References on Ceres Tree Company.

Memo from Community Development Coord. dated 3-1-88 re: Senior Transportation CDBG Funding.

Harlene

February 26, 1988

TO: City of Crystal Councilmembers
FROM: Jerry Dulgar, City Manager
RE: Preliminary Agenda for the March 1, 1988 Council Meeting

Comments will be confined to those matters that I feel I can offer additional input on or need more elaboration. If you have any questions on other items, please feel free to call me at any time.

Item 1: Public hearing to consider allocation of Year XIV Community Development Block Grant Funds and the reprogramming of \$36,003 of Year XIII Community Development Block Grant Funds.

I concur with Julie's recommendation relative to the Year XIII and Year XIV Funds and in addition just a comment that we are working on trying to set up a revolving fund for this kind of program so that any receipts that we would receive would go into and hopefully we can do more in this area in future years.

Item 2: Consideration of the application of Martha J. Braberg-Harrison to the Northwest Hennepin Human Services Council's Advisory Board for a two-year term expiring 12-31-89.

I don't know Martha personally but the background of hers should serve her well for serving on this board and I am sure that she would be a fine addition to the Board and I would recommend the appointment.

Item 3: Consideration of playground equipment for the park area at Forest School.

The City Attorney has not been able to revise the agreement to this point and time and we have received no answer from the School District relative to their contribution toward this project, so I would recommend that we continue this item to at least the next Council meeting.

The people from PTA have been informed that we would be recommending that the item be tabled.

- Item 4: Consideration of tree removal and tree trimming bids for 1988.

I concur with John Olson's recommendation that we award the bid to Ceres Tree Removal.

- Item 5: Acknowledgment of the receipt of donations from the Knights of Columbus in the amount of \$800 and the Crystal Firemen's Auxiliary in the amount of \$400 for permanent seating for Becker Park stage area.

This appears to be a good start towards this program and I would like to thank both of these organizations and hopefully some of the other civic organizations will be challenged to match the generosity of these organizations so that we can move forward on the permanent seating program.

- Item 6: Consideration of a request from Big Brothers/Big Sisters to terminate their lease for rental space at Thorson Community Center effective March 31 1988 and to waive the 90-day notification of breaking lease.

I would concur with Nancy Deno's recommendation relative to this request.

- Item 7: Consideration of designating a Director for the Joint Powers Agreement on Refuse and Recycling Collection.

I would recommend that either the Mayor or a Councilmember or myself be appointed as Director and it would be my intention at the first meeting to bring up the question of possibly expanding that to two Directors or Director and Alternate Director. Someone from each community as Mayor Aaker had suggested earlier.

- Item 8: Review of flood related improvements by Public Works Director.

I concur with Bill's recommendation relative to these items.

- Item 9: Consideration of a resolution opposing the proposed amendments to the Minnesota Tax Increment Financing law.

Please review as much of the attached information that you can relative to this. While the changes proposed this time are not terribly drastic, they could affect our ability to be able to use tax increment in the Nicklows area and other areas in the City and I would just like to let our legislators know that we do have concern about there being any drastic changes made.

Action: I would recommend that we approve the resolution and send it on to all three of our legislators.

- Item 10: Consideration of a resolution regarding charitable gambling contributions.

I believe this item was tabled approximately a month ago to let everybody think about organizations that might be included in the resolution and to think about the 3% and 10% contributions. I don't have any recommendations relative to changes. I don't see the list that we have as being all inclusive and other organizations could be added. We just received the report from All Saints Church today relative to their receipts so I'll have a figure for you relative to the amount the 3% might raise per year.

- Item 11: Consideration of rental of the Crystal Municipal Pool by the Marauder Aquatic Club.

Attached please a copy of a memo from Ed Brandeen explaining this. I would concur with Ed's recommendation that we should rent it to them under the same terms as last year.

JD/js

APPLICATIONS FOR LICENSE
March 1, 1988

FOOD ESTABLISHMENT - Itinerant (exempt)

Crystal Lions, at VFW, 5222 56th Avenue North, one day
only, pancake breakfast, March 13, 1988

FOOD ESTABLISHMENT - Restaurant (\$110.00 1st fac. + \$27.50
ea. addnl. fac.)

Pub's Pizza, 3545 Douglas Drive
Delicious Chow Mein, 2724 Douglas Drive

FOOD ESTABLISHMENT - Retail (\$82.50 1st fac. + \$27.50
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Jack's Superette, 7200 56th Avenue North

CIGARETTE - \$12.00 ea. machine and or over counter sales

Jack's Superette, 7200 - 56th Avenue North

MECHANICAL AMUSEMENT: \$104.50 ea. machine

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2732 Douglas Drive

GAS FITTERS: \$30.25 plus \$5.00 for each gas fitter's card

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Marsh Heating & Air Cond., 6248 Lakeland Avenue N.
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Gregg Werner Plumbing, 11501 65th Place North,
J. L. Bjorlin Plumbing Company, 10701 93rd Avenue
E.S.I. Advertising Inc., 841 Grand Avenue, St. Paul
Backdahl & Olson Plbg. & Htg. Co. Inc., 3157 Chicago,
Minneapolis

PLUMBERS: \$30.25

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Minneapolis

3.2 BEER OFF-SALE

Jack's Superette, 7200 - 56th Avenue North

APPLICATION FOR LICENSES
MARCH 1, 1988

SIGN LICENSES

All Floors & More, 5736 Lakeland Avenue
Beaver Machine & Tool, Inc., 5249 Hanson Court
Beltline Barber Shop, 3603 Vera Cruz Avenue
The Church of Jesus Christ of Latter Day Saints,
2801 Douglas Drive
Crystal Cleaners & Launderers, 3022 Douglas Drive
52 Hi Restaurant, 5640 West. Broadway
Robert Fleming, Fleming Holding Company, Inc.,
233 Park Avenue
G. I. Joe Surplus, 303 Willow Bend
The Great Northwestern Hair Company, 5311 36th Avenue
Gussini Shoes, 6606 Tussing Road, P.O. Box 16751,
Columbus, OH
Hennepin County Library, 12601 Ridgedale Drive
Jiffy Lube, 5273 West Broadway
Liberty Garment Manufacturing, 6105 - 42nd Avenue
Mattress Liquidators, 6200 - 56th Avenue
Meyers Outdoor Adv. Co., 1700 West 78th Street
Naegele Outdoor Advertising Company, 1700 W. 78th St.
Nat'l. Adv. Co., Great Lakes Office, 6850 S. Harlem
Argo, Illinois
Norcostco Inc., 3203 Vera Cruz
Northwestern Bell, 5421 Lakeside Avenue
Olivet Baptist Church, 3420 Nevada Avenue
Pier I Importss #089, 301 Commerce St., Fort Worth TX.
Proex Photo Finishing, 5514 West Broadway
Rapid Oil Change, 5602 Lakeland Avenue North
Rax Restaurant, 6817 56th Avenue North
Rostamo's Food & Liquors, 6014 Lakeland Avenue
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TREE TRIMMERS (\$55.00)

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Crystal Tree Service, 3417 Yates Ave. No., Crystal, MN 55422
Tim's Tree Service, 5612 Corvallis Ave. N., Crystal, MN 55429

TENTATIVE AGENDA

FOR THE MARCH 1, 1988 COUNCIL MEETING

1. Minutes of the regular meeting of February 16, 1988.

ITEM

SUPPORTING DATA

COMMENTS

REGULAR AGENDA

- | | | |
|--|--|---|
| 1. Public hearing to consider allocation of Year XIV Community Development Block Grant Funds and the reprogramming of \$36,003 of Year XIII Community Development Block Grant Funds. | Year XIV CDBG request proposals in Year XIII reprogramming proposals; Resolution approving proposed program for Year XIV and authorizing its submittal; Resolution approving reprogramming of Year XIII Funds to Scattered Site Acquisition. | HRA recommendation for Year XIII Funds is for Scattered Site Acquisition. |
| 2. Consideration of the application of Martha J. Braberg-Harrison to the Northwest Hennepin Human Services Council's Advisory Board for a two-year term expiring 12-31-89. | Copy of application. | She applied for Park & Recreation Advisory Commission but has expressed an interest in the NWHHSC Advisory Board. |
| 3. Consideration of playground equipment for the park area at Forest School. | None. | This item was continued from the February 2 Council Meeting. |

- | | | |
|--|---|---|
| 4. Consideration of tree removal and tree trimming bids for 1988. | Copy of memo from Assistant City Manager dated 2-26-88. | None. |
| 5. Acknowledgment of the receipt of donations from the Knights of Columbus in the amount of \$800 and the Crystal Firemen's Auxiliary in the amount of \$400 for permanent seating for Becker Park stage area. | Memo from Park & Recreation Director dated 2-23-88. | None. |
| 6. Consideration of a request from Big Brothers/Big Sisters to terminate their lease for rental space at Thorson Community Center effective March 31, 1988 and to waive the 90-day notification of breaking a lease. | Memo from Administrative Assistant dated 2-22-88 and letter from James Goode, Executive Director of the Big Brothers/Big Sisters. | None. |
| 7. Consideration of designating a Director for the Joint Powers Agreement on Refuse and Recycling Collection. | None. | This is part of the Joint Powers Agreement approved and can be Councilmember or staff member. |
| 8. Review of flood related improvements by Public Works Director. | Memo from Public Works Director dated 2-23-88. | No action is needed or recommended at this time. |
| 9. Consideration of a resolution expressing concern regarding the proposed amendments to the Minnesota Tax Increment Financing law. | Copy of resolution; Memo from City Manager dated 2-25-88; Attachment #1 - #5. | None. |
| 10. Consideration of a resolution regarding charitable gambling contributions. | Copy of resolution. | This item was continued from the February 2 Council Meeting. |

11. Consideration of rental of the Crystal Municipal Pool by the Marauder Aquatic Club.

Copy of memo from Park & Rec. Director dated 2-24-88.

None.

INFORMATIONAL ITEMS:

1. Park & Recreation Advisory Commission agenda for March 2, 1988.
2. Monthly calendar of City meetings.
3. Report of attendance of the 1987 National League of Cities Congress of Cities, Las Vegas, Nevada by Councilmember Smothers.
4. Letters from Charitable Gambling Board to City Manager and the Church of All Saints dated 2-19-88; letter to Charitable Gambling Board from Church of All Saints dated 2-11-88; letter to Charitable Gambling Board from Comprehensive Accounting Services dated 1-8-88; amended lease agreement with Church of All Saints with Paddock from 11-5-87 through 11-5-88 and amended lease agreement of Church of All Saints with Paddock from 1-1-87 through 1-1-88; letter from Charitable Gambling Board to Church of All Saints dated 12-29-87.
5. Fire Department's 1987 Annual Report.
6. Memo from Recycling Coordinator dated 2-23-88 re: 1987 Recycling Report to Hennepin County; letter to Dept. of Environment & Energy dated 2-19-88 from Recycling Coordinator and from City Manager dated 2-19-88; 1987 Recycling Tonnage Report.
7. Code pages.
8. Action Needed Memo from the February 16, 1988 Council Meeting.

16 FEBRUARY 1988

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on February 16, 1988, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present: Herbes, Rygg, Langsdorf, Aaker, Leppa, Smothers. Those absent: Moravec. Also in attendance were the following staff members: Jerry Dulgar, City Manager; John A. Olson, Assistant City Manager; David Kennedy, City Attorney; William Monk, Public Works Director; Donald Peterson, Building Inspector; Nancy Deno, Administrative Assistant; Darlene George, City Clerk; Ed Brandeen, Park and Recreation Director; Julie Jones, Recycling Coordinator.

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The City Council considered the minutes of the regular City Council meeting of February 2, 1988.

Moved by Councilmember Herbes and seconded by Councilmember Smothers to approve the minutes of the regular City Council meeting of February 2, 1988.

Motion Carried.

Mayor Thomas Aaker presented a \$100 check to James N. Skiff, the recycling raffle winner from the January 1988 drawing.

Mr. Howard Niggeler, Commander, and Stan Mueller, of the Charles Knaeble VFW Post #494 of Crystal, presented a check in the amount of \$15,000 to the City of Crystal to purchase playground equipment at Twin Oak Park.

The City Council considered the following items on the Consent Agenda:

1. Set 7:00 P.M., or as soon thereafter as the matter may be heard, March 15, 1988, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments and Appeals to consider a request from Steve Weisman to vary the required number of parking stalls, to vary non-conforming structure, and to vary the front yard setback requirements at 4900 West Broadway.
2. Set 7:00 P.M., or as soon thereafter as the matter may be heard, March 15, 1988, as the date and time for a public hearing at which time the City Council will consider tentative approval of proposed plat Finley Addition located at 3209 Florida Avenue North.
3. Consideration of a request to continue until April 5, 1988, the discussion of the application to rezone property at 3401 Vera Cruz from R-1 to B-4 as submitted by Herb Elfstrom.

16 FEBRUARY 1988

4. Consideration of the appointment of an Assistant Weed Inspector for 1988.
5. Consideration of setting May 21, 1988, from 12:30 P.M. to 3:30 P.M. as the date and time for the Crystal Rabies Vaccination Clinic to be held at the City Garage, 6125 - 41st Avenue North.
6. Acknowledgment of a donation of \$3,000 from the Crystal Lions Club for playground equipment at Lions Valley Place Park.
7. Consideration of a request for a solicitor's permit for Northwest YMCA for a city-wide food drive on March 5, 1988, from 5:00 P.M. to 8:00 P.M.

Moved by Councilmember Herbes and seconded by Councilmember Rygg to approve the Consent Agenda.

Motion Carried.

The City Council considered a request from Brutger Companies for a building permit for construction of a 79-unit senior citizen rental housing building at 6315 - 55th Avenue North. Mr. Steve Wilson of Brutger Companies appeared and was heard.

Moved by Councilmember Smothers and seconded by Councilmember Rygg to approve as recommended by the Planning Commission, building permit #237 for Brutger Companies to construct a 209 x 254 sq. ft. 79-unit senior citizen rental housing building at 6315 - 55th Avenue North, subject to standard procedure.

Motion Carried.

The City Council considered the applications of Marlyn H. Theisen, David Larson, Martha Broberg Harrison, and Mary Moucha for appointment to the Park and Recreation Advisory Commission.

Moved by Councilmember Langsdorf and seconded by Councilmember Rygg to appoint Mary Moucha to the Park and Recreation Advisory Commission for an unexpired term expiring December 31, 1988.

Motion Carried.

The City Council considered a resolution approving the revised Recycling/Refuse Joint Powers Agreement. Julie Jones, Recycling Coordinator, appeared and was heard.

Moved by Councilmember Leppa and seconded by Councilmember Rygg to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 88-7

RESOLUTION APPROVING REVISED JOINT POWERS AGREEMENT
IN ESTABLISHING THE HENNEPIN RECYCLING GROUP

16 FEBRUARY 1988

By roll call and voting aye: Herbes, Rygg, Langsdorf, Aaker, Leppa, Smothers; absent, not voting: Moravec.

Motion carried, resolution declared adopted.

The City Council considered the Second Reading of an ordinance regarding procedures of City Council meetings.

Moved by Councilmember Langsdorf and seconded by Councilmember Leppa to adopt the following ordinance:

ORDINANCE NO. 88-3

AN ORDINANCE RELATING TO CITY COUNCIL MEETINGS:
AMENDING CRYSTAL CITY CODE, SUBSECTIONS 200.07 AND 200.15;
REPEALING CRYSTAL CITY CODE, SUBSECTION 200.13; AND ADDING A
SUBSECTION TO SECTION 200

and further, that this be the second and final reading.

Motion Carried.

The City Council discussed an advisory committee to be established by the Regional Transit Board.

Moved by Councilmember Leppa and seconded by Councilmember Smothers to recommend the application for appointment of Mayor Thomas Aaker to the Chairman's Advisory Committee of the Regional Transit Board.

Motion Carried.

The City Council considered Change Order No. 4 and the final project payment for Becker Park improvements.

Moved by Councilmember Leppa and seconded by Councilmember Langsdorf to approve Change Order No. 4 for Becker Park improvements.

Motion Carried.

Moved by Councilmember Rygg and seconded by Councilmember Herbes to approve final project payment to Hardrives, Incorporated, for Becker Park improvements.

Motion Carried.

The City Council considered a bid for an emergency standby generator system for the South Sewer Life Station on 32nd Avenue North.

Moved by Councilmember Rygg and seconded by Councilmember Smothers to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

16 FEBRUARY 1988

RESOLUTION NO. 88-8

RESOLUTION AWARDDING CONTRACT FOR EMERGENCY/
STANDBY GENERATOR AT SOUTH SANITARY
SEWER LIFT STATION ON 32ND AVENUE

By roll call and voting aye: Herbes, Rygg, Langsdorf, Aaker, Leppa, Smothers; absent, not voting: Moravec.

Motion carried, resolution declared adopted.

The City Council considered a lease agreement between the Knights of Columbus and the City of Crystal for the Crystal Senior Center and Congregate Dining Program.

Moved by Councilmember Herbes and seconded by Councilmember Langsdorf to approve a lease agreement with the Knights of Columbus and the City of Crystal for the Crystal Senior Center and Congregate Dining Program, and further, to authorize the Mayor and City Manager to sign such agreement.

Motion Carried.

Tom Donnelly and wife of 6920 Markwood Drive appeared and were heard concerning hockey pucks coming on their property from the hockey rink at Crystal Highlands Park.

Mayor Aaker asked the City Council to consider his appointment of John T. Irving, 7020 - 45th Place North, to the Crystal HRA for a 5-year term expiring February 1, 1993.

Moved by Councilmember Leppa and seconded by Councilmember Langsdorf to approve the Mayor's appointment of John T. Irving, 7020 - 45th Place to the Crystal Housing and Redevelopment Authority for a 5-year term expiring February 1, 1993.

By roll call and voting aye: Rygg, Langsdorf, Aaker, Leppa, Smothers; abstaining: Herbes; absent, not voting: Moravec.

Motion Carried.

Mayor Aaker read a letter which the Police Chief received from the Knights of Columbus Father William Blum Council No. 3656 wherein they commended Officer David Bordwell and the entire Police Department for services to their organization, and included a check in the amount of \$200 to be used wherever the Police Department deems appropriate.

City Manager Dulgar reported on the Legislative Conference he attended on February 16, 1988.

Councilmember Langsdorf suggested that the League of Cities look into other than Tuesday evenings for meetings as many cities hold their Council meetings on Tuesdays. City Manager Dulgar reported that several cities had voiced the same concern.

16 FEBRUARY 1988

Councilmember Rygg reminded the Council of the birthday party of Congressman Martin Sabo on February 28, 1988 and also the Twin West Chamber's Membership Luncheon on February 25, 1988 at which the Executive Director of the Metropolitan Airport Commission will appear to discuss a northern airport site.

Moved by Councilmember Herbes and seconded by Councilmember Leppa to approve the list of license applications as submitted by the City Clerk to the City Council in the preliminary agenda, a list of which is on file in the office of the City Clerk, and further, that such list be incorporated into and made a part of this motion as though set forth in full herein.

Motion Carried.

Moved by Councilmember Herbes and seconded by Councilmember Leppa to adjourn the meeting.

Motion Carried.

The meeting was adjourned at 8:15 P.M.

Mayor

ATTEST:

City Clerk

March 1, 1988

MEMO

TO: Jerry Dulgar, City Manager
John Olson, Assistant City Manager

FROM: Julie Jones, Community Development Coordinator *JJ*

RE: Senior Transportation CDBG Funding

I have received Year XIV CDBG budget projections from Nancy Brienzo, the new coordinator of the five-city Senior Transportation Program. She is projecting each city's cost to be \$8,752. This is an increase of \$827 over the amount spent on the program last year by each city. There are three reasons for the increase.

1. 5 per cent increase in bus service fees
2. 5 per cent increase in insurance costs
3. 4 per cent increase in coordinator's salary

The City Council will have two choices at the March 1 council meeting in budgeting for this increase. They may increase the CDBG request for Senior Transportation, decreasing the amount for another project, or assist the project partially through city funds. Park and Recreation does not have money budgeted in 1988 for this program. However, money could be budgeted in 1989, since final payment for this program will occur in 1989.

jm

DATE: February 25, 1988

TO: Jerry Dulgar, City Manager
John Olson, Assistant City Manager

FROM: Julie Jones, Community Development Coordinator *JH*

RE: Year XIV CDBG Program Proposal

Attached is the CDBG Year XIV program proposal which will be considered by the Crystal City Council on March 1st. A public hearing has been advertised as per Hennepin County guidelines for that date.

Crystal's total Year XIV CDBG allotment has increased slightly from the amount presented to me two weeks ago. This is due to a population adjustment.

I am unsure of the projected budget amount for the Senior Transportation Program at this time since I am waiting for cost projections with Senior Community Services. I will attempt to have this information for the Council on March 1st. It is likely that we will have to increase the Senior Transportation budget. This will affect the CDBG budget for one of the other projects.

JJ/kk

RESOLUTION NO. 88-_____

RESOLUTION APPROVING PROPOSED PROGRAM FOR YEAR XIV
URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDS AND AUTHORIZING ITS SUBMITTAL

WHEREAS, the City of Crystal, through execution of a Joint Cooperation Agreement with Hennepin County, is a cooperating unit in the Urban County Community Development Block Grant Program; and

WHEREAS, the City of Crystal has developed a proposal for the use of Urban Hennepin County CDBG funds made available to it, following a public hearing on March 1, 1988, to obtain the views of citizens on local and Urban Hennepin County housing and community development needs and the City's following proposed use of Year XIV Urban Hennepin County Community Development Block Grant funds.

<u>Project</u>	<u>Budget</u>
Acquisition of Blighted Housing	\$52,368 ^{#152} 51,618
Housing Rehabilitation	42,500
Child Care Parents Assistance	10,000
Senior Transportation Project	8,000 - increased 750? + 52
	\$112,868

BE IT RESOLVED that the City Council of Crystal, Minnesota, approves the proposed use of Year XIV Urban Hennepin County Community Development Block Grant funds and authorizes submittal of the proposal to Hennepin County for consideration by the Citizen Advisory Committee and for inclusion in the Year XIV Urban Hennepin County Community Development Block Grant Statement of Objectives and Project Use of Funds.

Date

Mayor

ATTEST: _____

Clerk

STATEMENT OF OBJECTIVES

YEAR XIV (1988) URBAN HENNEPIN COUNTY CDBG PROGRAM

Community Development Block Grant funds may be used to support a wide range of housing and community development activities. The Statement of Objectives provides a framework for use by Urban Hennepin County participants in developing local community development programs and by the Citizens Advisory Committee in their review of requests for funding. Urban Hennepin County objectives are supportive of national CDBG objectives and are intended to illustrate their application to the Urban Hennepin County CDBG program.

The national objectives of the CDBG program are: developing viable urban communities by providing decent housing, a suitable living environment and expanded economic opportunities principally for low and moderate income persons; aiding in the prevention or elimination of slums or blight; and meeting other community development needs having a particular urgency.

Each activity carried out with CDBG funds must, of course, be eligible and fundable under program regulations (24 CFR 570) as well as meet a national program objective.

The Urban Hennepin County CDBG objectives are presented by major program subheadings. They are highlighted under the subheading.

ADMINISTRATION

The CDBG program requires that Urban Hennepin County maximize the benefit of available funds consistent with the needs of low and moderate income persons and participant communities. In like manner it is a program responsibility to maximize program benefit and effectively administer program funds.

- Contain program administrative costs through the use of program management contracts for joint activities funded by several jurisdictions.
- No more than three activities should be undertaken by any participating community. Each activity should be budgeted with at least \$7,500. In cases where the planning allocation is less than \$7,500 only one activity should be programmed. When funds are committed jointly with other participants to carry out a single activity these limits need not apply.
- Facilitate cooperation among participants in the development and implementation of multi-community CDBG activities to address common concerns and needs.
- Support program activities which will generate program income to maintain a level of program funding.
- Maintain a structure for citizen participation in the development, implementation and evaluation of the Urban Hennepin County CDBG program.
- Implement Urban Hennepin County CDBG activities in such a manner as to minimize the direct or indirect displacement of owners or tenants from occupied dwelling units and business locations.

HOUSING

Urban Hennepin County has established goals which are approved by the Department of Housing and Urban Development for the construction of new housing and the rehabilitation of existing housing for low and moderate income owner and renter households.

- Facilitate the development of housing activities consistent with Urban Hennepin County goals and priorities.
- Encourage multi-community cooperation in housing development projects.
- Support the development of new owner/renter housing affordable to low and moderate income households.
- Support the rehabilitation of existing rental units and single-family dwellings.

NEIGHBORHOOD REVITALIZATION

As an intergovernmental effort, Urban Hennepin County includes a broad range of communities and neighborhoods, some of which, due to the age of their structures, are in need of assistance for infrastructure rehabilitation/installation.

- Maintain and preserve viable neighborhoods and neighborhood service centers through concentrated community development activities.

PUBLIC FACILITIES AND IMPROVEMENTS

The provision and maintenance of essential public facilities represents a significant cost to the community and the individual user (particularly those of low and moderate income).

- Maintain existing public improvements and facilities and assist in the development of new facilities and improvements which benefit low and moderate income persons.

ECONOMIC DEVELOPMENT

Within the context of the Community Development Block Grant Program economic development must relate to the creation or retention of long-term employment opportunities for low and moderate income individuals.

- Provide financial assistance to for-profit or non-profit business operations which will provide or retain permanent employment opportunities for low and moderate income persons, at a ratio of at least one full-time job created or retained for each \$10,000 of program funds used.

PUBLIC SERVICES

The CDBG program asserts that the expansion and improvement of the quantity and quality of public services available to low and moderate persons is for the essential development of viable communities.

- Provide funding for public services which represent a new service or expanded level of service consistent with CDBG regulations.

HANDICAPPED ACCESSIBILITY

The Community Development Block Grant Program is committed to ensure that the facilities and programs it supports are accessible to the handicapped individuals.

- Ensure that public facilities constructed, rehabilitated and operated with program funds are handicapped accessible.
- Provide support for the development or rehabilitation of housing which is accessible to handicapped persons.

REQUEST FOR FUNDING YEAR XIV
URBAN HENNEPIN COUNTY CDBG PROGRAM

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

Project Eligibility: _____ / _____
Citation Hennepin County Date

ER Status: _____ / _____
Status Environmental Review Specialist Date

Project Number: _____ / _____
Number Financial Manager Date

A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Acquisition of Blighted Housing
3. Contact Person: Julie Jones, Community Development Coordinator

B. PROJECT DATA

1. Year XIV Grant Request \$ 52,368
2. Is this request to fund an existing project? ☒ Yes/Budget \$ 46,599 ☐ No
 - a. If yes, please indicate CDBG year started XII, Project Number 23918
 - b. Total CDBG funds programmed/expended since start of project:
\$ 46,599 / \$ 4,300
3. Leveraged Funds: Amount \$ _____ Source HRA funds if project cost exceeds pro
(To what extent does project leverage additional public or private funds/firm^{grammed}
commitment) amount
4. Location: Address 3541 Lee Av. N. Citywide ☒
(Attach map. Committee may be making site visits).
Last acquisition:
5. Description

Describe the project in as much detail as possible. Provide a statement of (1) community need for project; (2) how project will address the need and the anticipated results; and (3) what, if any, alternative funding sources have been considered for the project. (Attach additional sheets).

ACQUISITION OF BLIGHTED HOUSING
DESCRIPTION:

- 1) It has come to the attention of the Crystal Housing and Redevelopment Authority (HRA) that the condition of Crystal's housing stock is continuing to deteriorate. There are many single-family homes in the city which are beyond repair. Attempting to rehabilitate these homes through the Urban Hennepin County Home Improvement Grant Program would be a waste of public funds.
- 2) The Crystal HRA has compiled a list of properties which meet the necessary requirements of acquisition under our existing CDBG Scattered Site Acquisition Program. The HRA also plans to expand this program into a continuing, revolving fund. This would allow the HRA to return sale proceeds upon resale back into the revolving fund, enabling the fund to continue.

Homes would be acquired with highest priority given to properties that are vacant (eliminating relocation costs) or are currently listed for sale. The most severely blighted properties will be considered first.

The HRA would acquire the property, take bids for demolition, demolish the blighted home, take bids for the sale of the vacant lot, and sell the lot with basic stipulations as to basic size or value of new home and time restrictions as to when it must be built by.

- 3) No alternative funding sources have been found for this project.

6. Identify what national objective the project is addressing:

- _____ Needs of Low/Moderate Income
- x Elimination of Slums and Blight
- _____ Urgent Community Need (must be a documented public health/safety need)

7. Implementation Schedule

Identify the major project tasks to be performed during implementation and their timing:

<u>Task</u>	<u>Date (Month/Year)</u>
Make offer on a property and sign purchase agreement	July 1988
Close on sale	August 1988
Request bids and demolish buildings	September 1988
Advertise and take bids on property	October 1988
Sell cleared lot to developer	November 1988

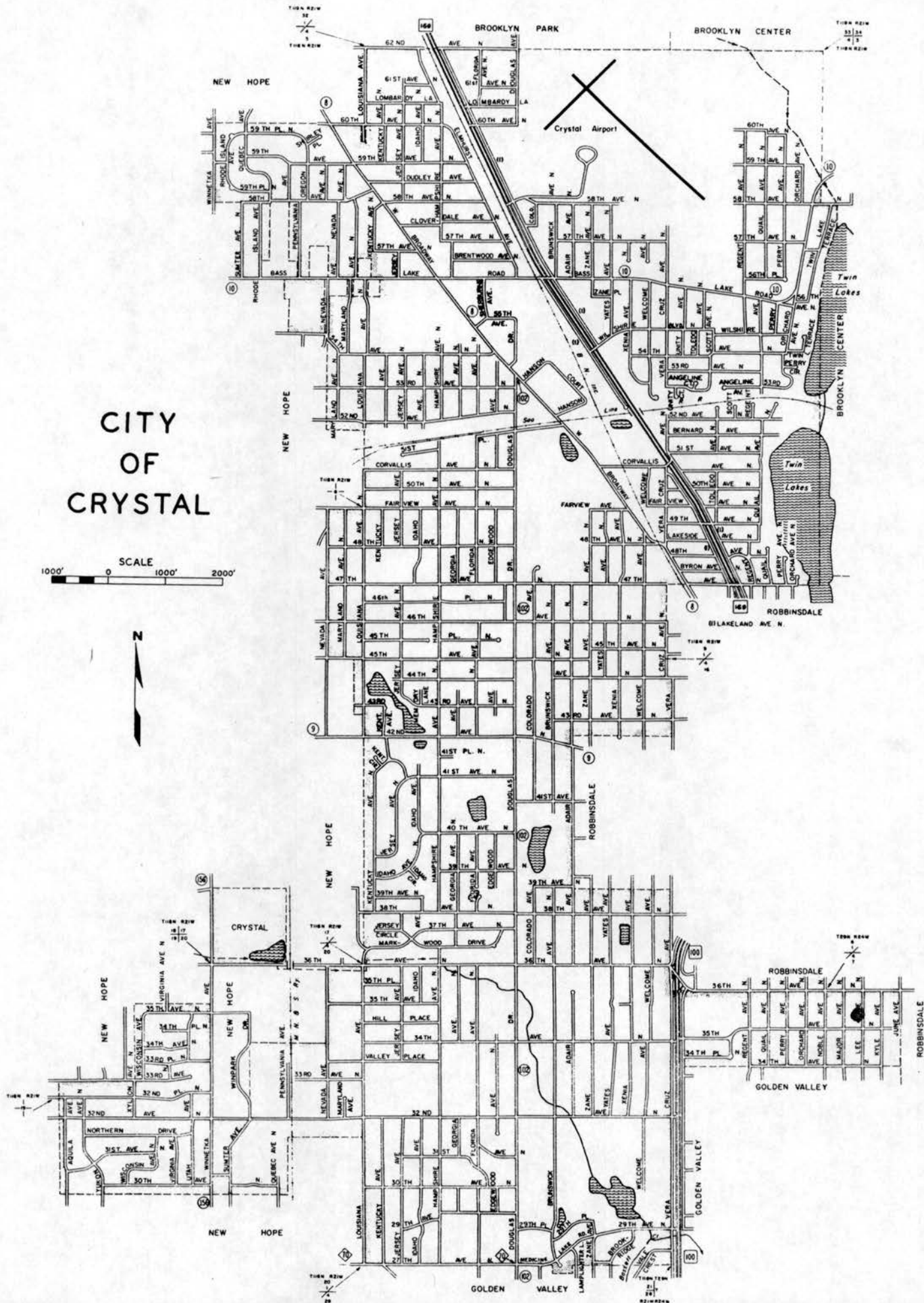
8. Budget

Specify total project budget by major project component (i.e., administration, planning, construction, acquisition, direct grants, public service).

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
Acquisition of Blighted Housing	\$52,368	_____	CDBG Year XIV
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Project Budget	\$ 52,368	\$ _____	
Total	\$ 52,368	_____	

CITY OF CRYSTAL

SCALE
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REQUEST FOR FUNDING YEAR XIV
URBAN HENNEPIN COUNTY CDBG PROGRAM

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

Project Eligibility: _____ / _____
Citation Hennepin County Date

ER Status: _____ / _____
Status Environmental Review Specialist Date

Project Number: _____ / _____
Number Financial Manager Date

A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Housing Rehabilitation
3. Contact Person: Julie Jones, Community Development Coordinator

B. PROJECT DATA

1. Year XIV Grant Request \$ 42,500
2. Is this request to fund an existing project? ☒ Yes/Budget \$ 40,000 ☐ No
 - a. If yes, please indicate CDBG year started I, Project Number 23016
 - b. Total CDBG funds programmed/expended since start of project:
\$ _____ / \$ _____
3. Leveraged Funds: Amount \$ _____ Source none
(To what extent does project leverage additional public or private funds/firm commitment)
4. Location: Address _____ Citywide ☒
(Attach map. Committee may be making site visits).
5. Description

Describe the project in as much detail as possible. Provide a statement of (1) community need for project; (2) how project will address the need and the anticipated results; and (3) what, if any, alternative funding sources have been considered for the project. (Attach additional sheets).

6. Identify what national objective the project is addressing:

 x Needs of Low/Moderate Income

 x Elimination of Slums and Blight

 Urgent Community Need (must be a documented public health/safety need)

7. Implementation Schedule

Identify the major project tasks to be performed during implementation and their timing:

<u>Task</u>	<u>Date (Month/Year)</u>
Begin qualifying process on four-five applicants	July 1988
Approve grants	September 1988
Finish final inspections	July 1989
Submit final warrant requests	September 1989

8. Budget

Specify total project budget by major project component (i.e., administration, planning, construction, acquisition, direct grants, public service).

	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
<u>Component</u>	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
<u>Housing Rehabilitation</u>	<u>\$52,368</u>	<u> </u>	<u>CDBG Year XIV</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
Project Budget	\$ <u>52,368</u>	\$ <u> </u>	
Total	\$ <u>52,368</u>	<u> </u>	

HOUSING REHABILITATION
DESCRIPTION:

- 1) The City of Crystal currently has fifteen pre-qualified households on the waiting list for this program. At the present funding level the city has been able to administer only four to five grants per year, since almost all grants are made for the maximum amount of \$8,250.
- 2) This program provides grants for single-family housing rehabilitation on a first-come/first-serve basis to homeowners who qualify based on income. Repairs made with the grants are those specified by the City Building Inspector. Homeowners solicit bids for the specified work, and the quality of the work must meet city and state building codes. Homeowners must pay back the grant according to a sliding scale if they sell the home within five years. The program is administered by the Community Development Coordinator and controlled by county staff.
- 3) No alternative or supplemental funding has been found for this project.

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Child Care Parents Assistance
3. Contact Person: Julie Jones, Community Development Coordinator

1. Year XIV Grant Request \$ 10,000
2. Is this request to fund an existing project? x Yes/Budget \$ 10,000 ___ No
 - a. If yes, please indicate CDBG year started X, Project Number 23014
 - b. Total CDBG funds programmed/expended since start of project:
\$ 40,000 / \$ 40,000
3. Leveraged Funds: Amount \$ N/A Source various state and county funds
(To what extent does project leverage additional public or private funds/firm commitment)
4. Location: Address _____ Citywide x
(Attach map. Committee may be making site visits).
5. Description

CHILD CARE PARENTS ASSISTANCE
DESCRIPTION:

- 1) There are currently 16 Crystal families on a waiting list for this child care assistance. These families are in need of day care subsidy so that the head of household may continue working or complete training programs.

In the past year three families (six children) were served by this program in Crystal. All three were single parent families. One parent was working and two were in training. Two families were in the 0-\$10,000 income range. One family was in the \$20,000 to \$25,000 income range.

- 2) This program subsidizes a portion of child care costs according to a sliding fee for parents who are below HUD Section 8 income limits. The sliding fee scale is based on the State Median Income (SMI). Parents using the program choose their own child care arrangement. Such a program stabilizes the cost of child care at an affordable level for families while making maximum use of subsidy dollars. The program allows parents to continue to work or participate in training programs.
- 3) County and state funding sources are used whenever possible. However, if families are unable to get other funding, CDBG funds are used.

6. Identify what national objective the project is addressing:

 x Needs of Low/Moderate Income

 Elimination of Slums and Blight

 Urgent Community Need (must be a documented public health/safety need)

7. Implementation Schedule

Identify the major project tasks to be performed during implementation and their timing:

Task	Date (Month/Year)
Contract with Greater Minneapolis Day Care Association to continue administering program	June 1988

8. Budget

Specify total project budget by major project component (i.e., administration, planning, construction, acquisition, direct grants, public service).

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
<u>Day Care Assistance</u>	<u>\$10,000</u>	<u> </u>	<u>CDBG Year XIV</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
Project Budget	\$ 10,000	\$ <u> </u>	
Total	\$ 10,000	<u> </u>	

REQUEST FOR FUNDING YEAR XIV
URBAN HENNEPIN COUNTY CDBG PROGRAM

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

Project Eligibility: _____ / _____
Citation Hennepin County Date

ER Status: _____ / _____
Status Environmental Review Specialist Date

Project Number: _____ / _____
Number Financial Manager Date

A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Senior Transportation Project
3. Contact Person: Julie Jones, Community Development Coordinator

B. PROJECT DATA

1. Year XIV Grant Request \$ 8,000
2. Is this request to fund an existing project? ☒ Yes/Budget \$ 8,000 ☐ No
 - a. If yes, please indicate CDBG year started XI, Project Number 23017
 - b. Total CDBG funds programmed/expended since start of project:
\$ 24,000 / \$ 24,000
3. Leveraged Funds: Amount \$ _____ Source none
(To what extent does project leverage additional public or private funds/firm commitment)
4. Location: Address _____ Citywide ☒
(Attach map. Committee may be making site visits).
5. Description

Describe the project in as much detail as possible. Provide a statement of (1) community need for project; (2) how project will address the need and the anticipated results; and (3) what, if any, alternative funding sources have been considered for the project. (Attach additional sheets).

SENIOR TRANSPORTATION
DESCRIPTION:

- 1) The cities of Brooklyn Center, Crystal, Golden Valley, New Hope, and Robbinsdale are inner-ring suburbs of Minneapolis. As the demographics show, the percentage of senior adult population is growing in the five cities. As the Northwest Hennepin Human Services Council Task Force on the Needs of the Elderly found, transportation is considered the greatest unmet service for older people in Hennepin County.
- 2) The transportation services will be provided through a contract with Senior Community Services. The City of Robbinsdale will coordinate meetings of the Executive Committee of the Five Cities Joint Powers, where budget decisions will be made.

Senior citizens will be transported from apartment buildings that have a high concentration of seniors. The per ride fare will continue to be a 50¢ donation per one-way trip. Providing transportation to congregate dining, senior center activities, and shopping will continue to be the focus of services. Publicity will be provided in the Crystal senior newsletter, and community outreach is provided by the Senior Coordinator.

- 3) The CDBG funds are used first in the program. Then the donation money received is used. Grant money from the West Metro Coordinated Transportation Program is used last.

6. Identify what national objective the project is addressing:

- ☒ Needs of Low/Moderate Income
☐ Elimination of Slums and Blight
☐ Urgent Community Need (must be a documented public health/safety need)

7. Implementation Schedule

Identify the major project tasks to be performed during implementation and their timing:

<u>Task</u>	<u>Date</u> <u>(Month/Year)</u>
Executive Committee approves budget and contract	July 1988

8. Budget

Specify total project budget by major project component (i.e., administration, planning, construction, acquisition, direct grants, public service).

	BUDGET		SOURCE OF FUNDS
<u>Component</u>	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
<u>Senior Transportation</u>	<u>\$8,000</u>	<u> </u>	<u>CDBG Year XIV</u>
<u> </u>	<u> </u>	<u>\$2,500 est.</u>	<u>Donations from seniors</u>
<u> </u>	<u> </u>	<u>unconfirmed</u>	<u>West Metro Transportation</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
Project Budget	\$ 8,000	\$ <u> </u>	
Total	\$ 8,000	<u> </u>	

RESOLUTION 88-

RESOLUTION APPROVING REPROGRAMMING OF
\$36,003 OF YEAR XIII CDBG FUNDS INTO
SCATTERED SITE ACQUISITION

WHEREAS, the City of Crystal previously programmed \$36,003 of CDBG Funds into the category of Industrial/Economic Development, and;

WHEREAS, the Crystal Housing & Redevelopment Authority has been unable to locate a suitable parcel of land to complete this program and suggests that the funds would be best used through the Scattered Site Acquisition Program;

THEREFORE, BE IT RESOLVED, that the City Council of the City of Crystal, Minnesota, approve the reprogramming of \$36,003 of Year XIII CDBG Funds from Industrial/Economic Development into the Scattered Site Acquisition Program.

Mayor

ATTEST:

City Clerk

REQUEST FOR CDBG FUNDING

Please indicate with an X which funds you are applying for:

A. Year XIII CDBG Reprogramming

B. 1986 Discretionary Funds

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

ER Status: _____ / _____
status Environmental Review Specialist date
Project Number: _____ / _____
number Financial Manager date
Project Eligibility: _____ / _____
citation Hennepin County date

A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Reprogramming Industrial/Economic Development Funds to Scattered Site Acquisition
3. Contact Person: Julie Jones, Community Development Coordinator

B. PROJECT DATA

1. Funding Source: CDBG X Other _____
2. Is this a multi-year project? (Check one) yes X no
a. If yes, please indicate CDBG Year Started _____, Project Number _____,
b. Total CDBG \$ programmed/expended since start of project \$ 36,003 / 0
3. Location: Census Tract/s _____ City Wide X
Attach map.

4. Description

Describe the project in as much detail as possible. Provide a statement of:
1) community need for project; 2) how project will address need and the anticipated results; 3) identify all components of the project in the order they will occur during implementation (i.e. administration, construction, acquisition, consultant, public service subcontract).

- 1) Last year the City of Crystal programmed \$36,003 of Year XIII CDBG funds into the category Industrial/Economic Development for the purpose of assisting the Crystal HRA in acquiring a parcel of land for industrial development. However, the HRA has not been able to find a suitable site at this time and is concerned about the deterioration of the city's old housing stock. There are several single-family homes in the city which meet HUD's slum and blight requirements.

4. Description (continued)

- 2) The Crystal HRA has compiled a list of properties which meet the necessary requirements of acquisition under our existing CDBG Scattered Site Acquisition Program. The HRA also plans to expand this program into a continuing, revolving fund. This would allow the HRA to return sale proceeds upon resale back into the revolving fund, enabling the fund to continue.
- 3) Homes would be acquired with highest priority given to properties that are vacant (eliminating relocation costs) or are currently listed for sale. The most severely blighted properties will be considered first.

The HRA would acquire the property, take bids for demolition, demolish the blighted home, take bids for the sale of the vacant lot, and sell the lot with basic stipulations as to basic size or value of new home and time restrictions as to when it must be built by.

5. Identify which objective(s) of the Urban Hennepin County Statement of Objectives the project will address: Removal of Slum and Blight
6. Implementation Schedule:
For CDBG funds identify the major tasks you or your designee will perform during each quarter of the 18-month implementation period. For discretionary funds use a 12-month implementation schedule.

3rd Quarter 1987 (July 1 to September 30)

4th Quarter 1987 (October 1 to December 31)

1st Quarter 1988 (January 1 to March 31)

Make staff recommendation to HRA on which property to acquire. Obtain appraisal of property.

2nd Quarter 1988 (April 1 to June 30)

Establish Just Compensation and get approval by the HRA and City Council. Establish purchase agreement with seller and establish closing date. Close on property.

3rd Quarter 1988 (July 1 to September 30)

Solicit bids on demolition. Demolish existing home. Advertise for bids on cleared lot. Sell lot.

4th Quarter 1988 (October 1 to December 31)

Submit warrant request to county.

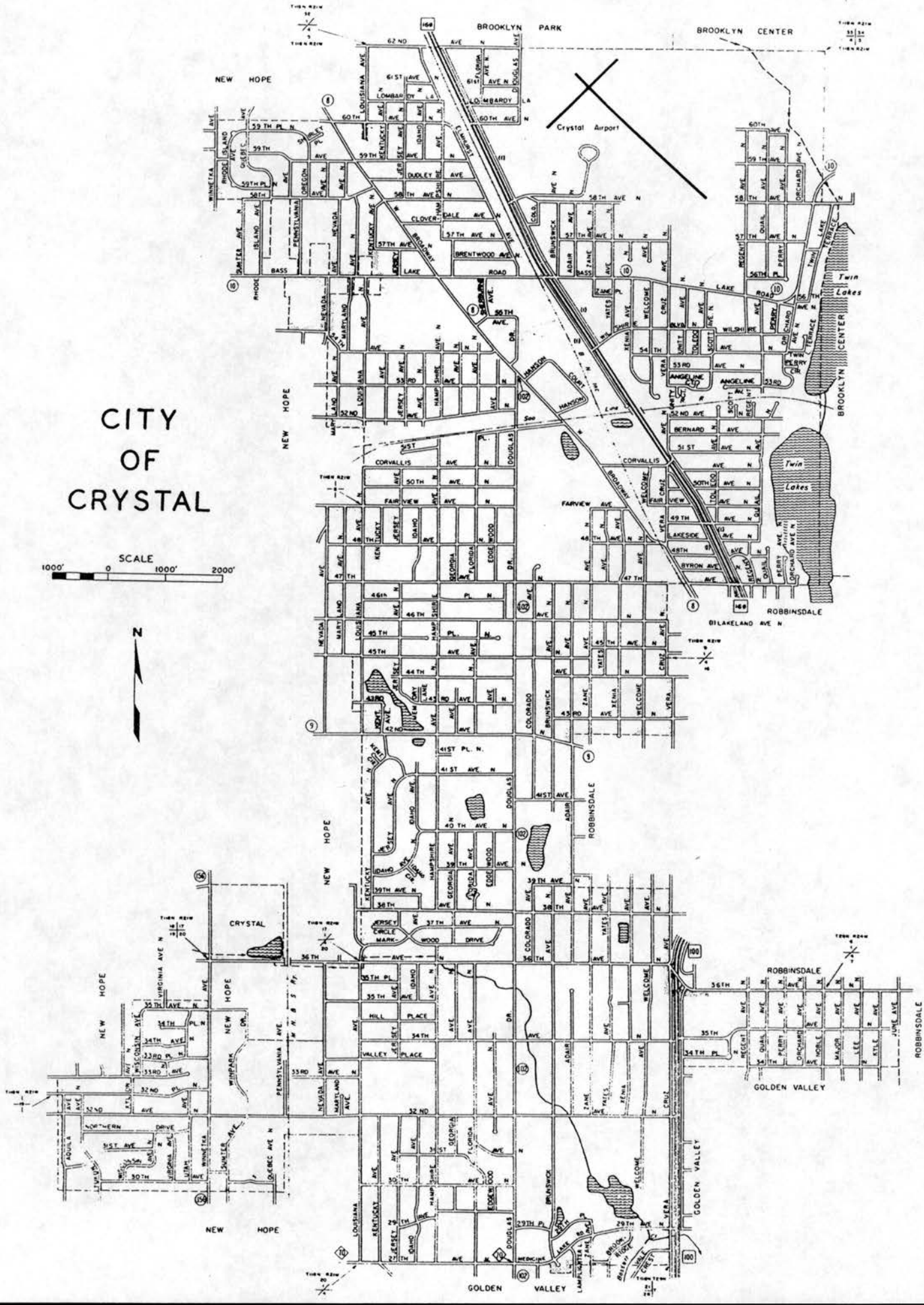
7. Budget
Specify project costs for each component of the activity identified in No. 4 above.

Component	Costs	Source of Funds
<u>Property appraisal</u>	<u>\$ 500</u>	<u>CDBG</u>
<u>Purchase of land & building</u>	<u>40,000</u>	<u>CDBG</u>
<u>Demolition</u>	<u>4,000</u>	<u>CDBG</u>
<u>Adm. costs, legal fees, & taxes</u>	<u>2,500</u>	<u>CDBG</u>
<u>Sale of land (revenue)</u>	<u>14,000</u>	<u>(return to CDBG)</u>
Net Total Project Cost	<u>\$47,000</u>	
Net Total Project Revenue	<u>\$14,000</u>	
Net CDBG Budget	<u>\$33,000</u>	

Note: Excess funds would stay in revolving fund.

CITY OF CRYSTAL

SCALE
1000' 0 1000' 2000'



APPLICATION FOR APPOINTMENT TO THE
N.W. Hennepin Human Services Council Advisory Board
~~Parks and Rec. Advisory~~ COMMISSION

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422

DATE: February 26, 1988

MEMO TO: John Olson, Assistant City Manager

FROM: Edward C. Brandeen, Park & Recreation Director *E.C.B.*

RE: References on Ceres Tree Company

I called Ceres Tree Company on February 23 and asked for a list of cities where the company has worked. I contacted the following cities: St. Louis Park and Minneapolis. They have done business in Minnetonka; however, I was unable to contact them. The following is a summary of work references.

1. How long has Ceres Tree Co. worked for you?
Minneapolis - 8+ years
St. Louis Park - 3 years
2. What were the main duties?
Minneapolis - Private tree and private and public
stump removal
St. Louis Park - Private tree removal
3. What was the general quality of work?
Minneapolis - Work is progressively getting better
and can get the job done
St. Louis Park - Good quality work
4. Tree work assignments completed on time?
Minneapolis - Yes, for the most part
St. Louis Park - Yes, completed on time

SUMMARY:

The company is 11 years old and appears to have a pretty good track record to date. In checking the various cities where they have worked, all mentioned good quality work and work completed on time.

The company has three (3) degreed foresters on staff so, I assume, they have a knowledge of accepted tree management practices.

Based on the preceding research, I would recommend the company for the tree removal and trimming contract.

February 26, 1988

TO: Jerry Dulgar, City Manager
FROM: John A. Olson, Assistant City Manager
Re: Tree Trimming Bids

On Wednesday, February 24, the City opened bids for tree removal and tree trimming for 1988. The City received two bids: Ceres Tree Company and Tim's Tree Service.

Upon reviewing the bids and noting that Tim's Tree Service did not bid on several areas and that Ceres Tree Company was low in most categories, I would recommend the awarding of bid for tree removal and tree trimming for 1988 to Ceres Tree Company. Copy of bid tabulation is attached to this memo for comparisons.

Since this is the first year in eleven years that we have had a different tree service than Tim's, Ed Brandeen, Park & Recreation Director, has talked with other cities which have done business with Ceres and have found that they have done good work.

JAO/js

attachment

REMOVAL OF PUBLIC PROPERTY TREES (ELM AND OAK)

[illegible]

REMOVAL OF PUBLIC PROPERTY TREES (OTHER)

[illegible]

TRIMMING OF PUBLIC PROPERTY TREES

DIAMETER	CERES	TIM'S						
0"- 5.9"	\$5	\$15						
6"- 9.9"	\$18	\$30						
10"-15.9"	\$45	\$48						
16"-19.9"	\$65	\$65						
20"-23.9"	\$95	\$90						
24"-29.9"	\$125	\$110						
30"-35.9"	\$125	\$130						
36"-39.9"	\$125	\$150						
40"+	\$125	\$150						

REMOVAL OF PRIVATE PROPERTY TREES (ELM AND OAK)

[illegible]

REMOVAL OF PRIVATE PROPERTY TREES (OTHER)

[illegible]

DATE: February 23, 1988

MEMO TO: Jerry Dulgar, City Manager

FROM: Edward C. Brandeen, Park & Recreation Director *E.C.B.*

RE: Donation for Permanent Seating for Becker Park
Stage Area

Attached are checks for the following and their amounts for permanent benches at Becker Park.

Knights of Columbus \$800.00
Crystal Fireman's Auxiliary \$400.00


These and other donations will be used to purchase permanent seating front of the stage at Becker Park. Last season, several concert goers expressed an interest in permanent seating as they did not want to sit on the ground or in a lounge chair. These benches will cost approximately \$400.00, and it is our intention to purchase ten (10) for this season, to see how they work and if more are needed. The donors name will be inscribed on the back of each bench.

You may want to mention these items on the consent agenda of March 1.

I will write a thank you letter to each organization.

Attachs.

February 22, 1988

TO: Jerry Dulgar, City Manager
FROM: Nancy Deno, Administrative Assistant 
RE: Lease Termination Request, Big Brothers, Big Sisters - Thorson Community Center

Attached is a letter from James Goode, Executive Director of Big Brothers, Big Sisters of Minneapolis, requesting that their lease be terminated at Thorson Community Center on March 31, 1988. The letter also states that Big Brothers, Big Sisters Association is requesting the ninety-day requirement for notification of breaking the lease between the organization, Thorson Community Center, and the City of Crystal be waived.

Under the circumstances of closing Thorson as of June 30, 1988, I recommend that the City Council approved this request.

ND/js



Big Brothers
Big Sisters
of Greater Minneapolis

2637 Park Avenue
Minneapolis, MN 55407
612-871-3939

Barbara Senness
President
Jon Wallace
President Elect
Jerry Allen
1st Vice-President
Andrea Scott
2nd Vice-President
Sharon Zeise
Treasurer
Wally Norlander
Secretary
Konrad Friedemann
Ex Officio

W. Brian Avery
Laurie Blanch
Karen Buchanan
Gertrude Buckanaga
Linda Davis
Pat Dawson
Joe Delmont
Stephen Dunlap
Jerome Fischbein
Michael Fisher
Barry Graceman
Curtis Grier
Stephan Huston
Bill Jurkens
Jim Kelly
Emilee A. Markman
M.j. McGregor
Larry McKenzie
Jack Ovick
Elizabeth Petrangelo
Jack Pickler
Judith Quinn
Pat Rickert
Nadine Schmiesing
Sandra Smith
Ken Speake
Marjorie Taborn
Diane Woelm
Dan Woodbury
Sandra Jones Woods
Jim Wurdelman

James Goode
Executive Director

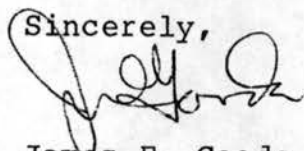
February 11, 1988

Nancy Deno
City of Crystal
4141 Douglas Drive
Crystal, MN 55422

Dear Ms. Deno:

We are asking that our lease be terminated. We are also requesting that the 90 day requirement for notification of breaking the lease be waived.

It is our intention to vacate by March 31, 1988.

Sincerely,


James E. Goode
Executive Director

JEG:mc



A United Way
Agency

TO: Jerry Dulgar, City Manager
FROM: Bill Monk, City Engineer
DATE: February 23, 1988
RE: Flood Related Improvements

Resolution of issues associated with the severe July rainstorm is finally coming into focus. Listed below is an update describing the major items involved including recommendations on funding sources:

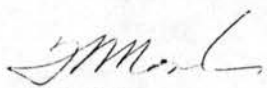
- The dredging of Memory Lane Pond was included in the 1988 budget as a line item in the operational section of the Utility Department. Contract documents to maximize the storage capacity of this drainage facility are currently in progress with a bid letting tentatively scheduled for this April or May. Contact has also been made with the City of New Hope concerning the expansion of ponding capacity upstream of Memory Lane Pond.
- The outlet for Memory Lane Pond is restricted to an 18-inch diameter pipe due to the limited pumping and pipe capacity of the downstream system in Robbinsdale. This 18-inch outlet restricts flow to such an extent that Memory Lane Pond must absorb the full impact of any major rainfall event while Hagemeister and Gaulke ponds are only partially effective. To allow all three ponds to work more effectively in spreading the impact across the entire watershed, it is proposed to install a 24-inch outlet pipe parallel to the existing 18-inch storm sewer along Hampshire Avenue to 41st Avenue. This 24-inch pipe would be installed with a control valve to permit manual regulation of the discharge. Costs of this system modification would total approximately \$25,000. Given the nature of the improvements, use of infrastructure funds would be appropriate.
- A plan for increasing run-off storage capacity within Yunkers Park has been completed and been recommended for approval by the Park and Recreation Commission. The proposal involves creation of a permanent pond in the southeast portion of the park and will cause the elimination of the existing baseball field. Work at the park includes grading and pipe removal and carries a price tag of about \$15,000 if handled by contract. Associated work involves construction of larger capacity catch basins to accommodate quicker intake of water at the intersection of Yukon Avenue and Northern Drive where recurring flooding has occurred. It is anticipated construction of these basins would be done by City maintenance crews. Again, due to the nature of the

Re: Flood Related Improvements
February 23, 1988
Page 2

work, infrastructure funds could be used to complete the work within the park as well as cover materials cost for the basins.

- A program to assist property owners with the installation of sanitary sewer back flow valves is proposed in areas susceptible to sewer flows in excess of system capacity during periods of extreme inflow and infiltration. Approximately fifty home owners would be eligible for a proposed program whereby the City would cover costs of a back flow valve to a maximum of \$500 per installation. Estimates show the cost of the valve to be about 40% of the total outlay involved to install a valve meeting the specifications being considered. The costs of such a program could be handled within the 1988 budget for the utility department.
- An emergency/standby generator has been approved for installation at the south sanitary sewer lift station to handle pump operation during times of electrical failure. Killmer Electric was awarded the contract for \$33,890 and is scheduled to complete the work this summer. Funding was appropriated from Equipment Reserve.
- Dredging of a sand delta at the inlet of Bassett Creek Pond was originally scheduled as a part of the 1988 Budget. Due to the costs of Memory Lane Pond work described above, the dredging work in the Twin Lake wetland already in progress and the proposed back flow valve program, it is proposed the dredging of Bassett Creek Pond be delayed until 1989.
- Repair of two significant creek erosion situations is scheduled for correction this spring. Work is proposed to be completed by City personnel using funds acquired via federal flood relief programs.

At this point, it is my intention to write up those work items not already approved by the Council for presentation on an individual basis on future agendas. The full extent of the proposed work along with associated funding implications can then be described in detail for review by the Council and impacted residents. It is recommended at this time, however, that the Council be made aware of this update so the issues can be viewed as a whole for questions and/or comments.


WM:jrs

February 25, 1988

TO: Mayor and City Councilmembers
FROM: Jerry Dulgar, City Manager
RE: Proposed Amendments to Minnesota Tax Increment
Financing Law

As many of you are aware, I am sure, the Legislature for years has felt obligated to tinker around with the Tax Increment Financing Law every session of the Legislature. Due to alleged abuses of tax increment financing around the State the Legislature directed the Office of the Legislative Auditor to do a study of tax increment financing.

The Legislative Auditor's report, which was issued in January of 1986, pointed out a number of areas where he thought State Statute should be tightened up in order to reduce the potential for abuse.

I think the thing that he and a lot of the legislators fail to realize is that every time they do this they make this final redevelopment tool that we have more difficult to work with.

A bill was introduced in the House in the 1986 session that was intended to eliminate supposed abuses. The bill did not get introduced in the Senate.

Senator Ember Reichgott has introduced a bill in the Senate this session that would address what she labels as "non-controversial issues as identified in the Legislative Auditor's report". While this bill still has to go through various committees and there maybe still some discussion on it, it appears that something could pass this session.

Attachment 1 is the present tax increment financing statute with the proposed additions underlined and deletions crossed out.

Attachments 2 and 3 are summaries of the proposed bill from Senate Counsel and Research who prepared it for the League of Minnesota Cities who together with the National Association of Housing and Redevelopment Officials (NAHRO) are organizing against the proposed bill.

Attachments 4 and 5 are Publicorp's (a lobbying firm) analysis and League of Minnesota Cities' analysis of the proposed legislation.

Our Tax Increment District is post 1979 so those provisions of the law wouldn't affect us, however, some of the changes that they are proposing relative to soils correction, reduction in number of years, etc. could affect us adversely.

I realize this is a lot of information to digest, but I'd suggest that maybe you skim through the analysis particularly. It would be my recommendation that we adopt a resolution. I have a model coming from Robbinsdale that just generally opposes any drastic changes in the law.

JD/js

1 A bill for an act
2 relating to taxation; providing or altering certain
3 requirements for the use of tax increment financing;
4 amending Minnesota Statutes 1986, section 475.51,
5 subdivision 5; Minnesota Statutes 1987 Supplement,
6 sections 469.174, subdivision 10; 469.175,
7 subdivisions 1, 2, 3, and 4; 469.176, subdivisions 4
8 and 6; 469.177, subdivisions 1, 3, and 4, and by
9 adding a subdivision; and 469.179.

10

11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

12 Section 1. Minnesota Statutes 1987 Supplement, section
13 469.174, subdivision 10, is amended to read:

14 Subd. 10. [REDEVELOPMENT DISTRICT.] (a) "Redevelopment
15 district" means a type of tax increment financing district
16 consisting of a project, or portions of a project, within which
17 the authority finds by resolution that one of the following
18 conditions, reasonably distributed throughout the district,
19 exists:

20 (1) 70 percent of the parcels in the district are occupied
21 by buildings, streets, utilities, or other improvements and more
22 than 50 percent of the buildings, not including outbuildings,
23 are structurally substandard to a degree requiring substantial
24 renovation or clearance; or

25 (2) 70 percent of the parcels in the district are occupied
26 by buildings, streets, utilities, or other improvements and 20
27 percent of the buildings are structurally substandard and an

1 additional 30 percent of the buildings are found to require
2 substantial renovation or clearance in order to remove such
3 existing conditions as: inadequate street layout, incompatible
4 uses or land use relationships, overcrowding of buildings on the
5 land, excessive dwelling unit density, obsolete buildings not
6 suitable for improvement or conversion, or other identified
7 hazards to the health, safety, and general well-being of the
8 community; or

9 (3) less than 70 percent of the parcels in the district are
10 occupied by buildings, streets, utilities, or other
11 improvements, but due to unusual terrain or soil deficiencies
12 requiring substantial filling, grading, or other physical
13 preparation for use at least 80 percent of the total acreage of
14 such land has a fair market value upon inclusion in the
15 redevelopment district which, when added to the estimated cost
16 of preparing that land for development, excluding costs directly
17 related to roads as defined in section 160.01 and local
18 improvements as described in section 429.021, subdivision 1,
19 clauses 1 to 7, 11 and 12, and 430.01, if any, exceeds its
20 anticipated fair market value after completion of the
21 preparation. No parcel shall be included within a redevelopment
22 district pursuant to this paragraph unless the authority has
23 concluded an agreement or agreements for the development of at
24 least 50 percent of the acreage having the unusual soil or
25 terrain deficiencies, which agreement provides recourse for the
26 authority should the development not be completed; or

27 (4) the property consists of underutilized air rights
28 existing over a public street, highway, or right-of-way; or

29 (5) the property consists of vacant, unused, underused,
30 inappropriately used, or infrequently used railyards, rail
31 storage facilities, or excessive or vacated railroad
32 rights-of-way; or

33 (6) the district consists of an existing or proposed
34 industrial park no greater in size than 250 acres, which
35 contains a sewage lagoon contaminated with polychlorinated
36 biphenyls.

1 (b) For purposes of this subdivision, "structurally
2 substandard" shall mean containing defects in structural
3 elements or a combination of deficiencies in essential utilities
4 and facilities, light and ventilation, fire protection including
5 adequate egress, layout and condition of interior partitions, or
6 similar factors, which defects or deficiencies are of sufficient
7 total significance to justify substantial renovation or
8 clearance.

9 (c) If the district consists of two or more noncontiguous
10 geographic areas, each area must qualify as a redevelopment
11 district under clauses (a)(1) to (a)(6) in order to be included
12 in the district, and the area of the entire district must
13 satisfy the requirements of paragraph (a).

14 Sec. 2. Minnesota Statutes 1987 Supplement, section
15 469.175, subdivision 1, is amended to read:

16 Subdivision 1. [TAX INCREMENT FINANCING PLAN.] A tax
17 increment financing plan shall contain:

18 (1) a statement of objectives of an authority for the
19 improvement of a project;

20 (2) a statement as to the development program for the
21 project, including the property within the project, if any, that
22 the authority intends to acquire;

23 (3) a list of any development activities that the plan
24 proposes to take place within the project, for which contracts
25 have been entered into at the time of the preparation of the
26 plan, including the names of the parties to the contract, the
27 activity governed by the contract, the cost stated in the
28 contract, and the expected date of completion of that activity;

29 (4) identification or description of the type of any other
30 specific development reasonably expected to take place within
31 the project, and the date when the development is likely to
32 occur;

33 (5) estimates of the following:

34 (i) cost of the project, including administration expenses;

35 (ii) amount of bonded indebtedness to be incurred;

36 (iii) sources of revenue to finance or otherwise pay public 4/

1 costs;

2 (iv) the most recent assessed value of taxable real
3 property within the tax increment financing district;

4 (v) the estimated captured assessed value of the tax
5 increment financing district at completion; and

6 (vi) the duration of the tax increment financing district's
7 existence; and

8 (6) a statement of the authority's estimate of the impact
9 of tax increment financing on the assessed values of all taxing
10 jurisdictions in which the tax increment financing district is
11 located in whole or in part. For purposes of the statement, the
12 authority shall assume that the estimated captured assessed
13 value would be available to the other taxing jurisdictions
14 without creation of the district;

15 (7) identification and description of studies and analyses
16 used to make the determination set forth in subdivision 3,
17 clause (2); and

18 (8) identification of all parcels to be included in the
19 district.

20 Sec. 3. Minnesota Statutes 1987 Supplement, section
21 469.175, subdivision 2, is amended to read:

22 Subd. 2. [CONSULTATIONS; COMMENT AND FILING.] Before
23 formation of a tax increment financing district, the authority
24 shall provide an opportunity to the members of the county boards
25 of commissioners of any county in which any portion of the
26 proposed district is located and the members of the school board
27 of any school district in which any portion of the proposed
28 district is located to meet with the authority. The authority
29 shall present to the members of the county boards of
30 commissioners and the school boards its estimate of the fiscal
31 and economic implications of the proposed tax increment
32 financing district. The information on the fiscal and economic
33 implications of the plan must be provided to the county and
34 school district boards at least 30 days before the public
35 hearing required by subdivision 3. The 30-day requirement is
36 waived if the county and school district submit written comments

1 on the proposal and any modification of the proposal to the
2 authority after receipt of the information. The members of the
3 county boards of commissioners and the school boards may present
4 their comments at the public hearing on the tax increment
5 financing plan required by subdivision 3. ~~The county auditor~~
6 ~~shall not certify the original assessed value of a district~~
7 ~~pursuant to section 469.177, subdivision 1, until the county~~
8 ~~board of commissioners has presented its written comment on the~~
9 ~~proposal to the authority, or 30 days has passed from the date~~
10 ~~of the transmittal by the authority to the board of the~~
11 ~~information regarding the fiscal and economic implications,~~
12 ~~whichever occurs first.~~ Upon adoption of the tax increment
13 financing plan, the authority shall file a copy of the plan with
14 the commissioner of energy and economic development. The
15 authority must also file with the commissioner a copy of the
16 development plan for the project area.

17 Sec. 4. Minnesota Statutes 1987 Supplement, section
18 469.175, subdivision 3, is amended to read:

19 Subd. 3. [MUNICIPALITY APPROVAL.] A county auditor shall
20 not certify the original assessed value of a tax increment
21 financing district until the tax increment financing plan
22 proposed for that district has been approved by the municipality
23 in which the district is located. If an authority that proposes
24 to establish a tax increment financing district and the
25 municipality are not the same, the authority shall apply to the
26 municipality in which the district is proposed to be located and
27 shall obtain the approval of its tax increment financing plan by
28 the municipality before the authority may use tax increment
29 financing. The municipality shall approve the tax increment
30 financing plan only after a public hearing thereon after
31 published notice in a newspaper of general circulation in the
32 municipality at least once not less than ten days nor more than
33 30 days prior to the date of the hearing. This hearing may be
34 held before or after the approval or creation of the project or
35 it may be held in conjunction with a hearing to approve the
36 project. Before or at the time of approval of the tax increment

1 financing plan, the municipality shall make the following
2 findings, and shall set forth in writing the reasons and
3 supporting facts for each determination:

4 (1) that the proposed tax increment financing district is a
5 redevelopment district, a mined underground space development
6 district, a housing district, or an economic development
7 district; if the proposed district is a redevelopment district,
8 the reasons and supporting facts for the determination that the
9 district meets the criteria of section 469.174, subdivision 10,
10 clauses (a)(1) to (a)(6), shall be retained and made available
11 to the public by the authority until the district has been
12 terminated.

*vacant,
substandard
etc.*

13 (2) that the proposed development or redevelopment, in the
14 opinion of the municipality, would not reasonably be expected to
15 occur solely through private investment within the reasonably
16 foreseeable future and therefore the use of tax increment
17 financing is deemed necessary.

18 (3) that the tax increment financing plan conforms to the
19 general plan for the development or redevelopment of the
20 municipality as a whole.

21 (4) that the tax increment financing plan will afford
22 maximum opportunity, consistent with the sound needs of the
23 municipality as a whole, for the development or redevelopment of
24 the project by private enterprise.

25 (5) that the municipality elects the method of tax
26 increment computation set forth in section 469.177, subdivision
27 3, clause (b), if applicable.

28 When the municipality and the authority are not the same,
29 the municipality shall approve or disapprove the tax increment
30 financing plan within 60 days of submission by the authority, or
31 the plan shall be deemed approved. When the municipality and
32 the authority are not the same, the municipality may not amend
33 or modify a tax increment financing plan except as proposed by
34 the authority pursuant to subdivision 4. Once approved, the
35 determination of the authority to undertake the project through
36 the use of tax increment financing and the resolution of the

1 governing body shall be conclusive of the findings therein and
2 of the public need for the financing.

3 Sec. 5. Minnesota Statutes 1987 Supplement, section
4 469.175, subdivision 4, is amended to read:

5 Subd. 4. [MODIFICATION OF PLAN.] (a) A tax increment
6 financing plan may be modified by an authority, provided that
7 any reduction or enlargement of geographic area of the project
8 or tax increment financing district, increase in amount of
9 bonded indebtedness to be incurred, including a determination to
10 capitalize interest on the debt if that determination was not a
11 part of the original plan, or to increase or decrease the amount
12 of interest on the debt to be capitalized, increase in the
13 portion of the captured assessed value to be retained by the
14 authority, increase in total estimated tax increment
15 expenditures or designation of additional property to be
16 acquired by the authority shall be approved upon the notice and
17 after the discussion, public hearing, and findings required for
18 approval of the original plan; provided that if an authority
19 changes the type of district from housing, redevelopment, or
20 economic development to another type of district, this change
21 shall not be considered a modification but shall require the
22 authority to follow the procedure set forth in sections 469.174
23 to 469.179 for adoption of a new plan, including certification
24 of the assessed valuation of the district by the county
25 auditor. If a redevelopment district is enlarged, the reasons
26 and supporting facts for the determination that the addition to
27 the district meets the criteria of section 469.174, subdivision
28 10, clauses (a)(1) to (a)(6), shall be documented. The
29 requirements of this paragraph do not apply if (1) the only
30 modification is elimination of parcels from the project or
31 district and (2)(A) the current assessed value of the parcels
32 eliminated from the district equals or exceeds the assessed
33 value of those parcels in the district's original assessed value
34 or (B) the authority agrees that, notwithstanding section
35 469.177, subdivision 1, the original assessed value will be
36 reduced by no more than the current assessed value of the

45

1 parcels eliminated from the district. The authority must notify
2 the county auditor of any modification that reduces or enlarges
3 the geographic area of a district or a project area.

4 (b) The geographic area of a tax increment financing
5 district may be reduced, but shall not be enlarged after five
6 years following the date of certification of the original
7 assessed value by the county auditor or after August 1, 1984,
8 for tax increment financing districts authorized prior to August
9 1, 1979, except that development districts created pursuant to
10 Minnesota Statutes 1978, chapter 472A, prior to August 1, 1979,
11 may be reduced but shall not be enlarged after five years
12 following the date of designation of the district.

13 Sec. 6. Minnesota Statutes 1987 Supplement, section
14 469.176, subdivision 1, is amended to read:

15 Subdivision 1. [DURATION OF TAX INCREMENT FINANCING
16 DISTRICTS.] (a) Subject to the limitations contained in
17 paragraphs (b) to (f), any tax increment financing district as
18 to which bonds are outstanding, payment for which the tax
19 increment and other revenues have been pledged, shall remain in
20 existence at least as long as the bonds continue to be
21 outstanding.

22 (b) The tax increment pledged to the payment of the bonds
23 and interest thereon may be discharged and the tax increment
24 financing district may be terminated if sufficient funds have
25 been irrevocably deposited in the debt service fund or other
26 escrow account held in trust for all outstanding bonds to
27 provide for the payment of the bonds at maturity or date of
28 redemption and interest thereon to the maturity or redemption
29 date.

30 (c) For bonds issued pursuant to section 469.178,
31 subdivisions 2 and 3, the full faith and credit and any taxing
32 powers of the municipality or authority shall continue to be
33 pledged to the payment of the bonds until the principal of and
34 interest on the bonds has been paid in full.

35 (d) No tax increment shall be paid to an authority for a
36 tax increment financing district after three years of the date

1 of certification of the original assessed value of the taxable
2 real property in the district by the county auditor or after
3 August 1, 1982, for tax increment financing districts authorized
4 prior to August 1, 1979, unless within the three-year period (1)
5 bonds have been issued pursuant to section 469.178, or in aid of
6 a project pursuant to any other law, except revenue bonds issued
7 pursuant to sections 469.152 to 469.165, prior to August 1;
8 1979, or (2) the authority has acquired property within the
9 district, or (3) the authority has constructed or caused to be
10 constructed public improvements within the district.

11 (e) No tax increment shall in any event be paid to the
12 authority from a redevelopment district after 25 20 years from
13 date of receipt by the authority of the first tax increment,
14 after 25 years from the date of the receipt for a housing
15 district, after 25 years from the date of the receipt for a
16 mined underground space development district, and after eight
17 years from the date of the receipt, or ten years from approval
18 of the tax increment financing plan, whichever is less, for an
19 economic development district. In the case of a redevelopment
20 district the authority may waive receipt of increment for the
21 first year in which property tax is paid by captured assessed
22 value. For purposes of determining the duration limits the
23 waived increment does not constitute receipt of increment.

24 For tax increment financing districts created prior to
25 August 1, 1979, no tax increment shall be paid to the authority
26 after 30-years-from-August-17-1979 April 1, 2001, or the term of
27 a bond outstanding on April 1, 1988, secured by increments from
28 the district or project area, whichever time is greater.

29 (f) Modification of a tax increment financing plan pursuant
30 to section 469.175, subdivision 4, shall not extend the
31 durational limitations of this subdivision.

32 Sec. 7. Minnesota Statutes 1987 Supplement, section
33 469.176, subdivision 4, is amended to read:

34 Subd. 4. [LIMITATION ON USE OF TAX INCREMENT.] (a) All
35 revenues derived from tax increment shall be used in accordance
36 with the tax increment financing plan. The revenues shall be

1 used solely for the following purposes: (1) to pay the
2 principal of and interest on bonds issued to finance a project;
3 (2) by a rural development financing authority for the purposes
4 stated in section 469.142, by a port authority or municipality
5 exercising the powers of a port authority to finance or
6 otherwise pay the cost of redevelopment pursuant to sections
7 469.048 to 469.068, by an economic development authority to
8 finance or otherwise pay the cost of redevelopment pursuant to
9 sections 469.090 to 469.108, by a housing and redevelopment
10 authority or economic development authority to finance or
11 otherwise pay public redevelopment costs pursuant to sections
12 469.001 to 469.047, by a municipality or economic development
13 authority to finance or otherwise pay the capital and
14 administration costs of a development district pursuant to
15 sections 469.124 to 469.134, by a municipality or redevelopment
16 agency to finance or otherwise pay premiums for insurance or
17 other security guaranteeing the payment when due of principal of
18 and interest on the bonds pursuant to chapter 462C, sections
19 469.152 to 469.165, or both, or to accumulate and maintain a
20 reserve securing the payment when due of the principal of and
21 interest on the bonds pursuant to chapter 462C, sections 469.152
22 to 469.165, or both, which revenues in the reserve shall not
23 exceed, subsequent to the fifth anniversary of the date of issue
24 of the first bond issue secured by the reserve, an amount equal
25 to 20 percent of the aggregate principal amount of the
26 outstanding and nondefeased bonds secured by the reserve. Tax
27 increments may be used to pay for the county's administrative
28 expenses under sections 469.174 to 469.179; the county may
29 require payment of those expenses by November of each year.
30 Revenue derived from tax increment from a mined underground
31 space development district may be used only to pay for the costs
32 of excavating and supporting the space, of providing public
33 access to the mined underground space including roadways, and of
34 installing utilities including fire sprinkler systems in the
35 space. Revenue derived from tax increment from a district that
36 is classified as a redevelopment district under section 469.174.

How determined

1 subdivision 10, paragraph (3), may be used only to pay for the
2 cost of correcting the unusual terrain or soil deficiencies, the
3 additional cost of installing public improvements directly
4 caused by the deficiencies, and the administrative expenses of
5 the authority allocable to the district. No less than one-half
6 of the revenue derived from tax increment from a housing project
7 must be used to finance or otherwise pay the cost of site
8 improvements for and construction or renovation of a project
9 consisting of housing described in section 469.174, subdivision
10 11.

11 (b) Revenues derived from tax increment may be used to
12 finance the costs of an interest reduction program operated
13 pursuant to section 469.012, subdivisions 7 to 10, or pursuant
14 to other law granting interest reduction authority and power by
15 reference to those subdivisions only under the following
16 conditions: (1) tax increments may not be collected for a
17 program for a period in excess of 12 years after the date of the
18 first interest rate reduction payment for the program, (2) tax
19 increments may not be used for an interest reduction program, if
20 the proceeds of bonds issued pursuant to section 469.178 after
21 December 31, 1985, have been or will be used to provide
22 financial assistance to the specific project which would receive
23 the benefit of the interest reduction program, and (3) tax
24 increments may not be used to finance an interest reduction
25 program for owner-occupied single-family dwellings.

26 (c) These revenues shall not be used to circumvent existing
27 levy limit law. No revenues derived from tax increment from any
28 district, whether certified before or after August 1, 1979,
29 shall be used for the acquisition, construction or, renovation,
30 operation, or maintenance of a municipally-owned building used
31 primarily and regularly for conducting the business of the a
32 municipality, county, school district, or any other local unit
33 of government or the state or federal government. This
34 provision shall not prohibit the use of revenues derived from
35 tax increments for the construction or renovation of a parking
36 structure, a commons area used as a public park, or a facility

- what about a building
built by private for lease
by municipality?

1 used for social, recreational, or conference purposes and not
2 primarily for conducting the business of the municipality.

3 Sec. 8. Minnesota Statutes 1987 Supplement, section
4 469.176, subdivision 6, is amended to read:

5 Subd. 6. [ACTION REQUIRED.] If, after four years from the
6 date of certification of the original assessed value of the tax
7 increment financing district pursuant to section 469.177, no
8 demolition, rehabilitation, or renovation of property or other
9 site preparation, including improvement of a street adjacent to
10 a parcel but not installation of utility service including sewer
11 or water systems, has been commenced on a parcel located within
12 a tax increment financing district by the authority or by the
13 owner of the parcel in accordance with the tax increment
14 financing plan, no additional tax increment may be taken from
15 that parcel, and the original assessed value of that parcel
16 shall be excluded from the original assessed value of the tax
17 increment financing district. If the authority or the owner of
18 the parcel subsequently commences demolition, rehabilitation, or
19 renovation or other site preparation on that parcel including
20 improvement of a street adjacent to that parcel, in accordance
21 with the tax increment financing plan, the authority shall
22 certify to the county auditor that the activity has commenced,
23 and the county auditor shall certify the assessed value thereof
24 as most recently certified by the commissioner of revenue and
25 add it to the original assessed value of the tax increment
26 financing district. The county auditor must enforce the
27 provisions of this subdivision. The authority must by February
28 1 of each year submit to the county auditor evidence that the
29 required activity has taken place for each parcel in the
30 district. This subdivision applies to all tax increment
31 districts, whether created before or after August 1, 1979. For
32 districts created before August 1, 1979, the four-year period
33 shall be deemed to begin April 1, 1988.

34 Sec. 9. Minnesota Statutes 1987 Supplement, section
35 469.177, subdivision 1, is amended to read:

36 Subdivision 1. [ORIGINAL ASSESSED VALUE.] Upon or after

1 adoption of a tax increment financing plan, the auditor of any
2 county in which the district is situated shall, upon request of
3 the authority, certify the original assessed value of the tax
4 increment financing district as described in the tax increment
5 financing plan and shall certify in each year thereafter the
6 amount by which the original assessed value has increased or
7 decreased as a result of a change in tax exempt status of
8 property within the district, reduction or enlargement of the
9 district or changes pursuant to subdivision 4. In the case of a
10 mined underground space development district the county auditor
11 shall certify the original assessed value as zero, plus the
12 assessed value, if any, previously assigned to any subsurface
13 area included in the mined underground space development
14 district pursuant to section 272.04. If property classified as
15 agricultural land or vacant land under section 273.13,
16 subdivision 23, is included within a tax increment district, the
17 original assessed value of that property shall be redetermined
18 at the time when its use is changed as if the property had
19 originally been classified in the same class in which it is
20 classified after its use is changed. The amount to be added to
21 the original assessed value of the district as a result of
22 previously tax exempt real property within the district becoming
23 taxable shall be equal to the assessed value of the real
24 property as most recently assessed pursuant to section 273.18
25 or, if that assessment was made more than one year prior to the
26 date of title transfer rendering the property taxable, the value
27 assessed by the assessor at the time of the transfer. The
28 amount to be added to the original assessed value of the
29 district as a result of enlargements thereof shall be equal to
30 the assessed value of the added real property as most recently
31 certified by the commissioner of revenue as of the date of
32 modification of the tax increment financing plan pursuant to
33 section 469.175, subdivision 4. If the assessed value of a
34 property increases because the property no longer qualifies
35 under the Minnesota agricultural property tax law, section
36 273.111; the Minnesota open space property tax law, section

1 273.112; or the metropolitan agricultural preserves act, chapter
2 473H, the increase in assessed value must be added to the
3 original assessed value. Each year the auditor shall also add
4 to the original assessed value of each economic development
5 district an amount equal to the original assessed value for the
6 preceding year multiplied by the average percentage increase in
7 the assessed valuation of all property included in the economic
8 development district during the five years prior to
9 certification of the district. The amount to be subtracted from
10 the original assessed value of the district as a result of
11 previously taxable real property within the district becoming
12 tax exempt, or a reduction in the geographic area of the
13 district, shall be the amount of original assessed value
14 initially attributed to the property becoming tax exempt or
15 being removed from the district. If the assessed value of
16 property located within the tax increment financing district is
17 reduced by reason of a court-ordered abatement, stipulation
18 agreement, voluntary abatement made by the assessor or auditor
19 or by order of the commissioner of revenue, the reduction shall
20 be applied to the original assessed value of the district when
21 the property upon which the abatement is made has not been
22 improved since the date of certification of the district and to
23 the captured assessed value of the district in each year
24 thereafter when the abatement relates to improvements made after
25 the date of certification. The county auditor may specify
26 reasonable form and content of the request for certification of
27 the authority and any modification thereof pursuant to section
28 469.175, subdivision 4.

29 Sec. 10. Minnesota Statutes 1987 Supplement, section
30 469.177, subdivision 3, is amended to read:

31 Subd. 3. [TAX INCREMENT, RELATIONSHIP TO CHAPTER 473F.]
32 (a) Unless the governing body elects pursuant to clause (b) the
33 following method of computation shall apply:

34 (1) The original assessed value and the current assessed
35 value shall be determined before the application of the fiscal
36 disparity provisions of chapter 473F. Where the original

1 assessed value is equal to or greater than the current assessed
2 value, there is no captured assessed value and no tax increment
3 determination. Where the original assessed value is less than
4 the current assessed value, the difference between the original
5 assessed value and the current assessed value is the captured
6 assessed value. This amount less any portion thereof which the
7 authority has designated, in its tax increment financing plan,
8 to share with the local taxing districts is the retained
9 captured assessed value of the authority.

10 (2) The county auditor shall exclude the retained captured
11 assessed value of the authority from the taxable value of the
12 local taxing districts in determining local taxing district mill
13 rates. The mill rates so determined are to be extended against
14 the retained captured assessed value of the authority as well as
15 the taxable value of the local taxing districts. The tax
16 generated by the extension of the local taxing district mill
17 rates to the retained captured assessed value of the authority
18 is the tax increment of the authority.

19 (b) The governing body may, by resolution approving the tax
20 increment financing plan pursuant to section 469.175,
21 subdivision 3, elect the following method of computation:

22 (1) The original assessed value shall be determined before
23 the application of the fiscal disparity provisions of chapter
24 473F. The current assessed value shall exclude any fiscal
25 disparity commercial-industrial assessed value increase between
26 the original year and the current year multiplied by the fiscal
27 disparity ratio determined pursuant to section 473F.08,
28 subdivision 6. Where the original assessed value is equal to or
29 greater than the current assessed value, there is no captured
30 assessed value and no tax increment determination. Where the
31 original assessed value is less than the current assessed value,
32 the difference between the original assessed value and the
33 current assessed value is the captured assessed value. This
34 amount less any portion thereof which the authority has
35 designated, in its tax increment financing plan, to share with
36 the local taxing districts is the retained captured assessed

1 value of the authority.

2 (2) The county auditor shall exclude the retained captured
3 assessed value of the authority from the taxable value of the
4 local taxing districts in determining local taxing district mill
5 rates. The mill rates so determined are to be extended against
6 the retained captured assessed value of the authority as well as
7 the taxable value of the local taxing districts. The tax
8 generated by the extension of the local taxing district mill
9 rates to the retained captured assessed value of the authority
10 is the tax increment of the authority.

11 (3) An election by the governing body pursuant to part
12 paragraph (b) shall be submitted to the county auditor by the
13 authority at the time of the request for certification pursuant
14 to subdivision 1.

15 (c) The method of computation of tax increment applied to a
16 district pursuant to clause paragraph (a) or (b) shall remain
17 the same for the duration of the district, except that the
18 governing body may elect to change its election from the method
19 of computation in paragraph (a) to the method in paragraph (b).

20 Sec. 11. Minnesota Statutes 1987 Supplement, section
21 469.177, is amended by adding a subdivision to read:

22 Subd. 3a. [PAYMENT TO SCHOOL DISTRICT FOR REFERENDUM LEVY
23 INCREASE.] If a tax increment financing district is located in a
24 school district in which the voters have approved new millage or
25 an increase in millage pursuant to section 124A.03, subdivision
26 2, the authority must pay to the school district the amount
27 raised by the new or increased millage. The amount to be paid
28 to the school district must be computed as follows:

29 (1) Subtract the mill rate approved by the voters of the
30 school district pursuant to section 124A.03, subdivision 2, as
31 of June 30, 1988, or the date the tax increment financing
32 district was certified, whichever is later, and still in effect
33 on the date the levy is certified, from the mill rate approved
34 by the voters under that section as of the date the levy is
35 certified. If the result is less than zero, select zero.

36 (2) Multiply the result in clause (1) by the ratio of the

1 school district's actual levy certified pursuant to section
2 124A.03, subdivision 2, to its permitted levy under that section.

3 (3) Multiply the result in clause (2) by the retained
4 captured assessed value of the authority located within that
5 school district as of January 2 of the year in which the levy is
6 certified.

7 The county auditor must compute the payment required by
8 this subdivision and report the amount to the authority, the
9 school district, and the commissioner of education by March 1 of
10 each year. The payment must be made by November 1 of the year
11 in which the property taxes are payable.

12 Sec. 12. Minnesota Statutes 1987 Supplement, section
13 469.177, subdivision 4, is amended to read:

14 Subd. 4. [PRIOR PLANNED IMPROVEMENTS.] The authority
15 shall, after diligent search, accompany its request for
16 certification to the county auditor pursuant to subdivision 1,
17 or its notice of district enlargement pursuant to section
18 469.175, subdivision 4, with a listing of all properties within
19 the tax increment financing district or area of enlargement for
20 which building permits have been issued during the 18 months
21 immediately preceding approval of the tax increment financing
22 plan by the municipality pursuant to section 469.175,
23 subdivision 3. The county auditor shall increase the original
24 assessed value of the district by the assessed valuation of the
25 improvements each improvement for which the a building permit
26 was issued~~7-excluding-the-assessed-valuation-of-improvements-for~~
27 ~~which-a-building-permit-was-issued-during-the-three-month-period~~
28 ~~immediately-preceding-said-approval-of-the-tax-increment~~
29 ~~financing-plan7-as-certified-by-the-assessor.~~

30 Sec. 13. Minnesota Statutes 1987 Supplement, section
31 469.179, is amended to read:

32 469.179 [EXISTING PROJECTS.]

33 Subdivision 1. [EXEMPTION.] The provisions of sections
34 469.174 to 469.178 shall not affect any project for which tax
35 increment certification was requested pursuant to law prior to
36 August 1, 1979, or any project carried on by an authority

1 pursuant to section 469.033, subdivision 5, with respect to
2 which the governing body has by resolution designated properties
3 for inclusion in the district prior to August 1, 1979, except:

4 (1) as otherwise expressly provided in sections 469.174 to
5 469.178; or

6 (2) as an authority elects to proceed with an existing
7 district, under the provisions of sections 469.174 to 469.178;
8 or

9 (3) ~~that any enlargements of the geographic area of an~~
10 ~~existing tax increment financing district subsequent to August~~
11 ~~17, 1979, shall be accomplished in accordance with and shall~~
12 ~~subject the property added as a result of the enlargement to the~~
13 ~~terms and conditions of sections 469.174 to 469.178~~ as provided
14 in subdivision 2; or

15 (4) ~~that beginning with taxes payable in 1980, section~~
16 ~~469.177, subdivision 3, clause (b), shall apply to all~~
17 ~~development districts created pursuant to Minnesota Statutes~~
18 ~~1978, chapter 472A, or any special law, prior to August 1, 1979.~~

19 Subd. 2. [APPLICATION TO EXISTING PROJECTS.] The
20 provisions of sections 469.174 to 469.178 apply to tax increment
21 financing projects established prior to August 1, 1979, if the
22 geographic area of the project or district area is enlarged
23 after April 1, 1988. If any such district is enlarged, the
24 authority must prepare a tax increment financing plan covering
25 the entire district under section 469.175.

26 Sec. 14. Minnesota Statutes 1986, section 475.51,
27 subdivision 5, is amended to read:

28 Subd. 5. "Assessed value" means the latest valuation for
29 purposes of taxation, as finally equalized, of all property
30 taxable within the municipality but not including captured
31 assessed value under section 469.174, subdivision 4, or any
32 other law permitting collection of tax increments.

33 Sec. 15. [EFFECTIVE DATE.]

34 Sections 1, 2, 3, 4, 6, paragraph (e), 9, 11, and 12 are
35 effective for districts certified after April 1, 1988. Sections
36 5, 8, 10, and 13 are effective April 1, 1988. The amendment to

- 1 clause (c) of section 7 is effective for expenditures after June
2 30, 1988, except to the extent that the authority had entered
3 into a binding contract before July 1, 1988, to make
4 expenditures prohibited by that section. Section 14 is
5 effective for bonds issued after March 31, 1988.

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TO: Senator Ember D. Reichgott

FROM: Jo Anne Zoff Sellner, Senate Counsel *JAS*

DATE: January 12, 1988

RE: Tax Increment Financing Bill

LEGISLATIVE
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Your tax increment financing bill consists of a series of changes in the law that are intended to curb abuses of the system that occur under current law, and to direct the use of tax increment financing toward activities where the use is most appropriate. The bill contains the following provisions:

Section 1 requires that, if a redevelopment district consists of two or more noncontiguous geographic areas, each of those areas must meet the requirements for qualifying as a redevelopment district. Furthermore, the aggregate district must also qualify as under current law.

Section 2 adds three requirements to the list of items that must be included in a tax increment financing plan. The existing requirement that the plan include an estimate of the impact of the use of tax increment on the assessed value of affected taxing jurisdictions is modified to specify that the statement would be based on an assumption that the captured assessed value of the project would have been available to the jurisdictions without creation of the district, i.e., that the development would have occurred in any event. Second, the plan must identify the data that was used to arrive at the "but for" determination. Finally, the plan must identify each parcel that would be included in the district.

Section 3 requires the authority to provide information on the fiscal and economic implications of the plan to the county board and school board at least 30 days before the public hearing on the plan. The 30-day requirement would be waived if the county and school district submit their written comments on the plan.

Current law only requires the information to be provided 30 days before certification of the district.

Section 4 requires that, in the case of a redevelopment district, the authority must retain and make available the reasons and supporting facts for its determination that the district meets the particular criteria for a type of redevelopment district.

Section 5 requires that, when the area of a redevelopment district is enlarged, the authority must document the manner in which the addition to the district meets the criteria for designation as a redevelopment district. This section also provides that the provisions governing the process for plan modifications, including conducting a hearing on the issue, do not apply if the district is to be reduced in size in such a way that the captured value of the district would not be increased. The authority is required to notify the county auditor of any reduction or enlargement of the area of a district.

Section 6 reduces the duration of new redevelopment districts from 25 to 20 years, and provides that pre-79 districts are terminated as of the later of April 1, 2001, or the term of outstanding bonds secured by increments from the district. Current law terminates those districts on August 1, 2009. The section permits authorities to waive the first year's increment on a redevelopment project, thus adding a year to the period during which greater increments would be received.

Section 7 requires authorities to reimburse counties for their administrative expenses incurred for tax increment projects. It provides that tax increment revenues from a project that qualified as a redevelopment project because of unusual terrain or soil deficiencies may be expended only for the cost of correcting those problems or for the increased cost of providing public improvements attributable to those deficiencies, or for administrative expenses of the district. This provision also requires that at least half of the tax increment revenues from a housing project must be used for providing housing of the type that qualifies a project as a housing project. Finally, this section prohibits expenditures of tax increment revenues in a pre-79 or post-79 district for acquisition, construction, renovation, operation, or maintenance of any local, state, or federal building; current law applies only to municipal buildings, and does not prohibit acquisition, operation, or maintenance.

Section 8 requires the county auditor to enforce the four-year "knockdown" provision, and specifies that the authority must furnish evidence of compliance. The knockdown provision is also made to apply to pre-79

districts, with their four-year period deemed to begin April 1, 1988.

Section 9 provides that the original assessed value of property which is classified as agricultural land or vacant land when originally included in a district must, when its use is changed after development or redevelopment occurs, be adjusted as if it had been originally classified in the class to which it is changed, e.g., commercial. This provision also requires an increase in the original assessed value of a district to reflect value increases when property loses its reduced valuation under the green acres, open space, or metropolitan agricultural preserves laws.

Section 10 enables an authority to change its election of treatment of a district's contributions under the fiscal disparities law, but only to change from an original election to have the city outside of the district make up the district's contribution to the pool to an election to have the district make its own contribution.

Section 11 requires that any tax increment attributable to a school district referendum levy must be paid to the school district rather than to the tax increment district.

Section 12 eliminates the three-month "window" under which improvements for which a building permit was issued during the three-month period before approval of a tax increment plan are exempt from the requirement that the original assessed value of the district be increased to include the value of improvements for which building permits were issued during the 18-month period before approval.

Section 13 applies all provisions of the tax increment financing law to pre-79 projects that are enlarged after April 1, 1988.

Section 14 provides that a municipality's assessed value, for purposes of determining its net debt limit, does not include the captured assessed value of its tax increment districts.

JZS:ld

PROPOSED TAX INCREMENT LEGISLATION

The proposed tax increment financing (TIF) contains several amendments recommended by the Legislative Auditor, county groups, the League of Minnesota Cities, National Association of Housing and Redevelopment Officials, TIF Task Force, and the 1986 House TIF Bill. The proposed bill recommends changes in the following areas:

- redevelopment districts including durational limits
- TIF financing plan
- pre-1979 districts
- use of increment
- fiscal disparities
- intergovernmental relationships
- prior planned improvements

1. Redevelopment Districts.

Section 1 would require that all non-contiguous parcels of a tax increment district meet the qualifications of a redevelopment district. The Legislative Auditor found that in some cities vacant land was being included in a redevelopment district. This section is effective for districts certified after April 1, 1988.

Section 5 would require the authority to document the criteria used to enlarge a redevelopment district. The provision is also effective for districts certified after April 1, 1988. The documentation requirement is partially in response to the concern that the authority has not maintained adequate records. In addition, the documentation will also provide a more objective basis for the governing body to make the determination that the district qualifies as a redevelopment district.

Section 6 reduces the durational limits from 25 to 20 years but permits an authority to waive the receipt of the first year's increment. As a result, development districts can extend for 21 years from date of certification but collect increment for only 20 years.

Section 7 would limit the use of increment in redevelopment districts certified as having soil conditions or terrain problems. Increment could only be used to pay the cost of correcting the deficiencies, administrative costs, and the cost of public improvements directly caused by the deficiencies. The amendment would prohibit land writedown or land acquisition with increment.

2. Tax Increment Financing Plan.

Several changes are made to the content of the plan and the process to approve the plan. Section 2 requires that the

plan's fiscal and economic implications be provided to the county board and school district at least 30 days before the public hearing. The section also requires that all parcels to be included within the district be identified in the plan. In the plan, the authority, as amended by Section 2, shall assume for the estimated fiscal impact statement that the estimated captured value would be available to the other taxing jurisdictions.

3. Pre-1979 Districts.

Tax increment districts established under the housing and redevelopment law and certified before August 1, 1979, are commonly called pre-1979 districts. The proposal terminates pre-1979 districts on April 1, 2001, or the term of a tax increment bond outstanding on April 1, 1988, whichever is greater.

Section 8 applies the four year knockdown to pre-1979 districts and Section 13 requires a project area that is expanded after April 1, 1988, to be subject to the provisions of the Act.

4. Use of Increment.

Section 7 permits increment to be used to pay for the county's administrative expenses. The section also prohibits the use of increment in any district, including pre-1979 districts, to acquire, operate or maintain a building used for the conduct of business of a municipality, school district, or any other local unit of government, or the state or federal government.

5. Fiscal Disparities.

Section 10 permits a city ⁹located within the metropolitan area to change its fiscal disparities election under certain conditions. Under current law, the election can not be changed. The proposal would permit a city if it chose Option A would be allowed to elect to change to Option B.

6. Intergovernmental Relationships.

Section 6 requires the County Auditor to enforce the four year knockdown. Section 11 states that the receipts from a school referendum levy be paid to the school district rather than be retained by the tax increment district. Section 9 proposes that changes in property classification that result in increased valuations must be adjusted in the original base value.

7. Prior Planned Improvements.

Section 12 eliminates the exclusion for certain prior planned improvements from the original assessed value.

S.F. 1649
H.F. 187identifying bills as
introduced**Publicorp Inc.**410 Pillsbury Center
Minneapolis, MN 55402

(612) 337-9292

To: Policy Committee
 From: League NAHRO Task Force
 Subject: Tax Increment Bill: Section by Section Review
 Date: February 23, 1988

Section 1. The section will make it difficult to qualify vacant land for redevelopment districts. The Legislative Auditor cited several cities that used the noncontiguous redevelopment district to capture rather than induce development. The task force did not oppose the amendment. Several observers, however, noted that the amendment's impact could be minimized through boundary adjustments.

Section 2. The task force opposed the language in the bill. As an option, the language could be redrafted to be more neutral so that the "but for" would not be questioned.

Section 3. The task force supported the amendment but noted that the TIF plan particularly the fiscal and economic implications will need to be completed thirty days prior to the public hearing.

Section 4. The requirement of additional documentation is not opposed but the retention of the data for the duration of the district is questioned. As an alternative, a copy of the data can be retained the state.

Section 5. The amendment is not opposed.

Section 6. The task force is opposed to reducing the durational limits for redevelopment districts from 25 to 20 years, and reducing the durational limits for pre-1979 districts. *

Section 7. Three separate policy amendments are contained in this section. The task force is not opposed the payment of county administrative costs but conditions its support on a clarification of administrative costs. (1)

(2) The task force opposed the soil corrections amendment. Among possible alternatives, are providing additional requirements for the soils test, or reducing the durational limits for "soils" districts.

(3) The task force recommends that the "operation and maintenance" amendment be deleted from the bill. The Legislative Auditor reported two instances of an authority using increment for operation and maintenance of public facilities. Upon reviewing the

not defined
needs
clarification

problem has been corrected
should be dropped

report, the cities discontinued the practice.

*a lot of people with
bank process*

Section 8. The task force suggests that a report be made at the end of the fourth year rather than annually. The Task force opposes the extension of the four year knockdown to pre-79 districts.

*1 no. 2 excluded, already
only 1 report*

Section 9. The task force does not oppose the amendments.

Sections 10 & 11. The task force supports amendments contained in these sections.

Section 12. The task force at this time is not opposed to the amendment but is collecting additional information regarding the amendment's implementation.

Section 13. The task force opposes this section and is developing an alternative that would not include all of the requirements of section 469.175.

Section 14. The task force is concerned about the impact of the amendment. At this time, no analyses has been completed. In addition, the amendment's purpose is not known and it was not included in the Auditor's report.

EJR/dpg

① elimination of soil connections will really hurt
interurb as we use most - Nipples area etc

PROPOSED TAX INCREMENT BILL**INTRODUCTION:**

The Chair of the Economic Development subcommittee of the Senate Tax Committee has drafted legislation to amend the Tax Increment law. Senator Ember Reichgott, the subcommittee chair, will formally introduce the bill during the first week of the Session. At this time, a companion bill or similar bill has not been made available in the House. It is assumed that the bill will be heard in subcommittee during the first or second week of the Session.

The following is a section by section analysis of the bill. The analysis includes a summary of the amendment as well as its impact on tax increment financing.

Section 1.

Summary. Subdivision 10 of Section 469174 is amended to require that if a redevelopment district consists of two or more noncontiguous geographic areas, each of the areas must meet the requirements for qualifying as a redevelopment district. In addition the aggregate district must qualify as under current law.

Background:

The Legislative Auditor found that in a few cities, a noncontiguous district was established that included vacant parcels. The Auditor stated that the district contained blight but the city conducted its initial activities on vacant land. In another instance, the Auditor reported that the authority (HRA, City, Port Authority) captured increment from vacant parcels that were slated for private development and used the increment to treat the blighting influences.

In reviewing the Auditor's report, the League of Cities NAHRO task force suggested the language contained in the amendment. In fact, the language in Section 1 was included in the House's 1986 Tax Increment Bill.

Impact:

The amendment will require an authority to qualify each noncontiguous area as a redevelopment district. For example, an authority will need to ensure that each area contains blighting influences consistent with the act's, qualifications, or has soil or terrain conditions that are also changed in this bill, or were railroad lands. The impact of the amendment is to ensure that a redevelopment district will conduct activities on qualifying parcels.

Section 2.

Summary. Subdivision 1 of Section 469.175 is amended to add three requirements to be included in a tax increment finance plan. The existing requirement that the plan include an estimate of the impact of the use of tax increment on the assessed value of affected taxing jurisdictions is modified to specify that the statement would be based on an assumption that the captured assessed value of the project would have been available to the jurisdictions without the establishment of the district - the development would have occurred without tax increment. Second, the plan must identify the data that was used to make the "but for" determination. Finally, the plan must identify each parcel that would be included in the district.

Background:

The first amendment which was included in the House's 1986 bill would require the district economic and financial analysis section to calculate the impact on the city, county, and school district as if the development would occur without TIF. The amendment was recommended by the League/NAHRO task force because it found that a few authorities were not completing the section. The authorities argued that since the "but for" was met, there is no impact.

The second amendment is a result of the Auditor's report and League/NAHRO study. The Auditor found that the "but for" could be interpreted in several ways and suggested a more definitive "but for". The League/NAHRO task force suggested that the authority document the reasons for approving the "but for".

The third amendment would require the tax increment plan to identify each parcel that would be included in the district. The last amendment would provide the auditor with data to enforce the four year knockdown requirement.

Impact:

Most authorities currently calculate the fiscal impact based on the absence of the "but for". The second amendment would require an authority to have supporting documents regarding the "but for". The documents could include but not be limited to soil studies, a financial feasibility analysis, market studies, and traffic studies. The third amendment which required identification of all parcels in the district is not required as part of the plan but most authorities do maintain a parcel list. The plan would now include the parcel list.

The amendments for Section 2 are effective for districts

certified after April 1, 1988.

Section 3.

Summary.

Subdivision 2 of Section 469.175, the consultations and comment provisions, are amended by Section 3 of the proposal. The amendment would clarify that the authority must provide the county and school district boards with the district's fiscal and economic implications at least 30 days before the public hearing. Under current law, the county auditor can not certify the district until either the county commissioners respond in writing to the plan or thirty days has lapsed since the board received the plan.

Background:

The League/NAHRO task force proposed the amendment which was part of the House bill. The amendment is a result of concerns raised by county officials regarding the receipt of the tax increment plan. In a few instances, the county officials stated that the plan was received prior to certification but after city council approval the amendment would prevent that scenario from occurring.

Impact:

The amendment would permit the county and the school district to review the plans prior to governing body approval. The change would require the plan to be essentially complete thirty days prior to submission of the plan at public hearing.

Section 4.

Summary.

Subdivision 3 of Section 469.175 is amended to require that the authority document the reasons and facts for certifying the district as a redevelopment district. The redevelopment certification documents are in addition to the reasons and documents required for the "but for" test.

Background:

The Legislative Auditor found that in some cities there was little or no documentation regarding the establishment of redevelopment districts. More recently, the certification of several redevelopment districts particularly those certified as having soil or terrain problems have been questioned by Legislators.

Impact:

The amendment would be effective for districts certified after April 1, 1988. The amendment would require an authority to provide such reports as building conditions, soil tests or the cost of correcting the soil conditions. The amendment further states that the data should be retained until the district has been terminated. As an option to the data retention requirement, the amendment could place a time limit (5 years) or require that a copy of the data be filed with the state.

Section 5.

Subdivision of 4 of Section 469.175 relating to plan modification is amended. The amendment would require that if it enlarges an existing redevelopment district, the authority must provide the information required in Section 4. The Section 5 amendment, however, does not address the duration of data retention and it does provide the following exceptions:

The documentation is not needed if:

- the only modification is the elimination of parcels from the project or district.
- the current assessed value of the parcels eliminated from the district equals or exceeds the assessed value of the parcels in the district's original assessed value.
- the authority agrees that, notwithstanding Section 469.177 subdivision 1, the original assessed value will be reduced by no more than the current assessed value of the parcels eliminated from the district.

The amendment also requires the authority to notify the county auditor of any modification that alters the geographic areas of the district or a project area.

Background & Impact:

The documentation requirements of the amendment were suggested by the Legislative Auditor and League NAHRO. The application of the amendments to an enlargement of an existing district would effect districts established after April 1, 1988. The exceptions cited in the amendment were contained in the 1986 House bill but were references as exceptions to the public hearing process for plan modification.

Section 6. Summary. Subdivision 1 of Section 469.176 relating to duration of tax increment districts is amended to

reduce the duration of districts certified prior to August 1, 1979 and redevelopment districts established after April 1, 1988. The redevelopment districts would have a 20 year duration while the pre-1979 districts will terminate on April 1, 2001, or the terms of bonds which were issued prior to April, 1988, whichever time is greater. The amendment also allows an authority to waive the receipt of the first year's increment for a redevelopment district.

Background:

The Legislature has attempted on several occasions to reduce the durational limits for redevelopment districts. In 1979, the limits were reduced from 30 to 25 years while 1986 House bill proposed to impose 20 year limits. In fact the House bill originally proposed 15 years, but it was changed to 20 years. The pre-1979 districts currently terminate in 2009 or 30 years after the August 1, 1979 effective date. The amendment would reduce the limit by 8 years or under certain conditions, the term of the bonds. League/NAHRO has consistently opposed the reduction of the durational limits for redevelopment districts and the pre-1979 districts. The waiver of the first year's increment for redevelopment projects is a new proposal. In prior sessions the first year waiver was proposed for economic development districts. This proposal does not increase the term or economic development districts.

The redevelopment districts with the waiver language can terminate after 21 years but collect increment for 20 years. The pre-1979 language would require that bonds issued after April 1, 1988, and backed by tax increments be able to be retired with 13 years of increment payments. The pre-1979 amendment will prevent the development of phased projects under the pre-1979 rules. As a result, the amendment would force the development to be a new district subject to the post 1979 rules. During the 1986 session, several cities including Rochester were concerned that a similar amendment would stop developments that were being negotiated. The 1986 amendment provided a 24 month lead time before the section became effective. The Senate proposal effectively stops all bond supported projects.

Section 7.

Summary.

Subdivision 4 of section 469.176, relating to limitation on use of tax increment, is amended to make four substantial changes. The changes are as follows:

- increments may be used to pay for the county's administrative expenses for tax increment;

- increments generated in redevelopment districts certified as having soil and terrain problems can be used only to pay the cost of correcting unusual terrain or soil deficiencies, the additional cost of installing public improvements directly caused by deficiencies and administrative expenses;
- at least one-half of the tax increment revenue derived from a housing project must be used to finance or otherwise pay the cost of site improvements for and construction or renovation of a project consisting of housing
- increments from all districts including pre-1979 districts can not be used for the acquisition, operation or maintenance of a building used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the state or federal government.

Background: County Costs

County governments, particularly Hennepin County, have frequently recommended that the county auditor's office be paid for the administrative costs related to tax increment districts. The 1986 House bill contained a formula to calculate the amount to be paid to each county. The formula prorated the auditor's property tax budget based on the percentage of captured assessed value existing in the county.

Impact:

The proposed amendment states that increment may be used to pay the county's TIF administrative expenses. The amendment does not define expenses. A county for example could calculate costs based on a formula. The language should be clarified to state that actual expenses can be charged to a district. In some counties, an actual cost system has been established.

Background: Soil and Terrain Housing.

Legislators have often voiced concern about the redevelopment of parcels that have soil or terrain problems. The 1986 House bill included a section similar to the current proposal. The House may, as part of it's bill, repeal the terrain and soil provisions.

Impact:

The Senate proposal would prohibit the use of increment for land acquisition or land writedown.

Increment could be used for only public improvements that are needed to correct the soil and terrain conditions. The amendment also required that at least 50% of the increment from a housing project be used for improvements related to the housing project. The amendment is an attempt to prevent a housing project from also containing a significant commercial development assisted with increment.

Background: Use of Increment:

The Legislative Auditor reported that in some districts, increments were used to finance the construction and operation of public facilities such as city halls, parks and fire stations. The Auditor found that two of the 44 cities in the study used increment to finance the operation and maintenance of public parks. The parks, however, are now funded from other sources.

Impact:

The amendment prohibits the use of increment to acquire, operate and maintain a building used by federal, state and local government primarily and regularly for the conducting of business. The amendment expands current law to apply to any building, be it leased or owned by a government, and all levels of government. The amendment, in its current form, could impact HRA's that use increment to lease office space.

Section 8.

Summary. Subdivision 6 of section 469.176 which includes the four year knockdown is amended to require the county auditor to enforce the knockdown. The amendment also requires the authority to annually submit evidence that activity is occurring on each parcel. The amendment will apply to all districts including the pre-1979 districts.

Background and Impact:

The Legislative Auditor recommended that the county be responsible for implementing the knockdown. The amendment follows the Auditor's suggestion and required the authority to submit annual reports. as an option, a report at the end of the initial four years of certification should be considered. The proposal provision would also subject pre-1979 districts to the provision. As a result, pre-1979 districts would begin to report parcel activity in 1989. Parcels could drop from the district by 1992.

Section 9.

Summary:

Subdivision 1 of Section 469.177 subdivision 1, which relates

to original assessed value is amended to adjust assessed values upon property tax classification changes. If a district's original assessed value contains parcels classified as agricultural or vacant land, the original assessed value will adjust accordingly when the parcel's classification changes. For example, an agricultural homestead is assessed at 14% of estimated market value. If the homestead parcel is used for commercial development and assessed as 40%, the proposal would require the original assessed value to be changed to reflect the higher classification ratio.

Background and Impact:

The auditor reported that in several suburban and greater Minnesota cities, districts were receiving a "windfall" in captured value when property was reclassified and the base was not adjusted. The amendment may need to be clarified to ensure that the change is made without regard to improvements to the parcel. It is possible that at the time of change, improvements that increase the assessed value may be calculated into the original assessed value.

Section 10.

Summary:

Subdivision 3 of Section 469.177 amends the relationship of tax increment to fiscal disparities. The amendment would permit a city to change its fiscal disparities option to "B" if it had chosen option "A". Under option "A", the disparities contribution is made from the city while under option "B" the contribution is made from the district.

Background & Impact:

The City of Shakopee suggested the amendment based on experience within its district. In Shakopee, a district has developed so that the district can make the contribution. As a result, the city's assessed value would not be used and the mill rate could be lowered. The amendment provides cities within the metropolitan area the ability to change its fiscal disparities option.

Section 11.

Summary:

Chapter 469.177 is amended by adding a new subdivision relating to the school district referendum levy. Under current law, a tax increment district retains increment generated by a school referendum. The proposal would require that the increment be paid to the school district.

*Rep
Voss
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change
once set
as A or B*

Background and Impact:

The amendment would eliminate the "windfall" paid to the tax increment district resulting from the referendum levy. The 1986 House School Aids Division analyzed TIF and school financing and recommended the amendment. The amendment is effective for districts certified after April 1, 1988.

Section 12.**Summary:**

Subdivision 4 of Section 469.177 is amended to eliminate the exclusion of prior planned improvements in the district's original assessed value. Under current law, improvements which had been issued a building permit within three months prior to district certification are excluded from the original assessed value. 3 min

Background and Impact:

The Legislative Auditor found that rather than inducing development, some districts were capturing development by including planned development within a district. The amendment would eliminate prior planned improvements from being excluded from original assessed value.

Section 13.**Summary:**

Subdivision 1 of Section 469.179 relating to pre-1979 districts is amended to apply the Act to the pre-1979 districts under certain conditions. The amendment would require a district to comply with the Act including the preparation of a TIF plan if it's project area is enlarged.

Background and Impact:

The amendment is intended to curb the enlargement of project area boundaries. The proposed language would permit enlargement but cause the district to conform with the Act. The district enlargements have been approved in several cities. The amendment would be effective April 1, 1988.

Section 14.**Summary:**

The public debt law, Section 475, is amended by this Section. The definition of assessed value is changed to exclude captured assessed value.

Background and Impact:

Assessed value is a factor in determining a city's net debt limits. A city's net debt limit is equal to 7-1/3% of it's taxable assessed value.

The following table illustrates the impact of the amendment:

	<u>CURRENT LAW</u>	<u>PROPOSED</u>
City - Total Taxable Assessed Value	\$50,000,000	\$50,000,000
City - Captured Value	\$ 1,000,000	\$ 1,000,000
Assessed Value for Debt Limits	\$50,000,000	\$49,000,000
Debt Limit (7-1/3% x Assessed Value)	\$ 3,665,000	\$ 3,591,700

The captured value should increase each year and in several cities it's growth rate is greater than the overall assessed value increase. Therefore, in future years, the net debt limit will decrease at a rate equal to growth in captured value. The amendment will impact cities active in development and having net debt and the need to issue debt subject to the limits. In developing it's long range bonding programs, a city will need to assess the status of it's development districts.

Not agreed to by L M C committee

RESOLUTION #88-

RESOLUTION REGARDING CHARITABLE GAMBLING
CONTRIBUTIONS WITHIN THE CITY OF CRYSTAL

WHEREAS, Minnesota Cities are authorized to require organizations licensed to conduct charitable gambling within the City to contribute 10% of their net profits to charitable, non-profit organizations providing services within the City and;

WHEREAS, the following organizations meet the above requirement;

Crystal Little League
Crystal Babe Ruth League
Crystal Mickey Mantle League
Crystal Frolics
Crystal Police Association
Crystal Firemen Relief Association
New Hope/Crystal Swim Club
Crystal Congress for Crime Prevention and
Criminal Apprehension
Campfire Girls
Indian Guides
PRISM
NEAR
Arts In The Park
Boy Scouts
Girl Scouts
Salvation Army
Red Cross
United Way of Minneapolis
Northwest Human Services Council
Volunteers of America

*add
NW YMCA*

WHEREAS, the City would consider other similar charitable, non-profit organizations provided approval is requested prior to the actual time of donation and;

WHEREAS, the City of Crystal would accept contributions for specific capital and or equipment funds of the City budget if a charitable gambling organization chose to do so;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal pursuant to the authority granted by Minnesota Statutes, Section 349, does require as a condition for granting a license that all charitable gambling organizations contribute 10% of net profits to charitable, non-profit organizations that provide services to the citizens of the City of Crystal.

FURTHER, BE IT RESOLVED that on their annual reports said gambling organizations individually list the amounts of their contributions and the totals contributed to each non-profit organization.

Mayor

ATTEST:

City Clerk

Adopted by the Crystal City Council this 2nd day of February, 1988.

DATE: February 24, 1988

MEMO TO: Jerry Dulgar, City Manager

FROM: Edward C. Brandeen, Park & Recreation Director *E.C.B.*

RE: Rental of the Crystal Municipal pool by the
Marauder Aquatic Club

I have a request from Carol Beach of the Marauder Aquatic Club who would like to rent the Crystal Municipal Pool for morning swim team practice on Monday, Wednesday, and Friday from ~~6~~ 9:00 a.m. from June 13-August 12. This request would not interfere with the Crystal-New Hope club, as they use the pool on Tuesday and Thursday mornings. Crystal swim lessons start at 9:30 a.m. and also will not interfere.

I would like to recommend that this swim club be allowed to rent the Crystal pool at the specified times and dates, except for Saturday, at a rate of \$20.00 per hour.

I further recommend that we enter into a rental agreement (see attached from last year) with this group that also requires insurance coverage, lifeguard protection, swim roster, etc.

Attach.

PARK AND RECREATION ADVISORY COMMISSION
Agenda
March 2, 1988

1. Call meeting to order 7:00 p.m.
2. Approval of minutes.
3. Review monthly report.
4. Review of meeting of Long Range Planning Commission and City Council - Mark/Gary.
5. Review 1987-88 5-Year Plan for recommendation to City Council.
6. Report on state meeting agenda for board and commission members. - Gary.
7. Frolics committee meeting - Liz.
8. Make 1988 commission committee assignments.
9. Easter Egg Hunt -March 26 at North Lions Park -
NEED HELP!
10. Other business
 - a. VFW donation of \$15,000 for play equipment at Twin Oak.
 - b. Lions Club donation of \$12,000 (total to date) for play equipment at Lions Valley Place Park.
11. Adjournment.

March 1988

COUNCIL CALENDAR

SUN	MON	TUE	WED	THU	FRI	SAT
		1 7:00pm Council Meetings 7:30pm Police Reserves	2 7:00pm Park & Rec. Advisory Commission	3 7:00pm Civil Service Commission	4	5
6	7	8 7:00pm Long-Range Planning Commission	9	10 7:30pm Crystal HRA	11	12
13	14 7:30pm Planning Commission	15 7:00pm Council Meetings	16	17 7:30pm Environme- ntal Commission	18	19
20	21	22	23	24	25	26
27	28 7:00pm Human Relations Commission	29	30 7:00pm Charter Commission	31		

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

COUNCILMEMBER — SECTION II
R. L. (Rollie) Smothers

1987 National League of Cities - 64th Annual Congress of Cities

Friday December 11, 1987 arrived at Bally's Grand about 1:30 seeing as the airplanes are not equipt to handle hancapped people in their restrooms. Checked into hotel, had a late lunch, rested from the long drive from Minneapolis. Went to supper about 8~~00~~clock that night. Early night from long trip.

Was up at 5 o'clock had breakfast, then went to get car fixed.

At 10:00clock had car fixed proceeded to the convention center, to check in and get registered.

Communicating Effectively Under Pressure - More Effective leader in your community if you know how to communicate well. You will be able to deliver your message with more skill and confidence then before. You will be able to handle any crisis that might arise.

Sunday morning, listen to Mike Dukakis didn't care for him.

Transportation and Communications committee meeting, our Mayor Aaker was sitting in the middle of the room. Stayed for about a half hour standing in the back of the room as their was no place to sit. Then proceeded to tour the exposition and talked with many. Picked up some information for the Park and Rec. Dept. gave information to Elmer Carlson.



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COUNCILMEMBER — SECTION II
R. L. (Rollie) Smothers

Stopped and talked with guys from BFI about recycling.

Sunday Welcoming Reception

Monday December 14, 1987 Day care options for the young and Elderly..

not very good so went to a different one on Drunk Driving. Sat with Jerry Dulgar . Drunk Driving: How stiff are the laws? Compared to us theirs are awfull. If you are picked up for DWI you might as well throw away the key in this state.

Monday December 14, 1987 Lunch in the Exhibit Hall. Talked with Don from Maple Grove.

Monday December 14, 1987 Listen to Jesse Jackson: He promise's the moon but will end up giving you nothing. But he sounded to good.

Minnesota breakfast caucus: Aaker, Dulgar, Rygg and myself were at the breakfast. No matter what happens, this guy says Gram Rudman cuts are kicking in. Ten Senate standing committees and 10 subcommittees have been instructed to cut $3\frac{1}{2}\%$ across the board in each general area, do you believe this one.

Capital Ideas for Financing Infrastructure: Declining federal funds for infrastructure-related programs, new restrictions on tax-exempt funding for infrastructure purposes, and changing federal policies that shift more of the funding burden to users have forced local governments to search for new innovative ways to fund capital improvements.

Minnesota League reception over at the Hilton mixed with different council people from around the state. Talked with Jim Scheibel.



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COUNCILMEMBER — SECTION II
R. L. (Rollie) Smothers

Due to the fact that I had to drive back to Minnesota left early
Wednesday morning for the return trip home.

Looking forward to the Washington trip, even though I have to pay for my
own trip seeing as my report is late.

R.L. Smothers



CHARITABLE GAMBLING CONTROL BOARD

ROOM N-475 GRIGGS-MIDWAY BUILDING
1821 UNIVERSITY AVENUE
ST. PAUL, MINNESOTA 55104-3383
(612) 642-0555

February 19, 1988

Mr. Jerry Dulgar, City Manager
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

RE: Church of All Saints
License Number B-02301-002
Site: Paddock Bar

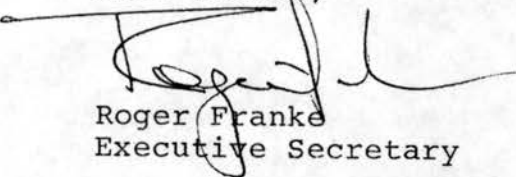
Dear Jerry,

Here is all the information, as late as it is, on the lease arrangement at the Paddock Bar.

For your information, the Board intends to propose a rules change which sets a rent limit for gambling premises. Right now the number is at \$600 per month for a pull-tab operation. While I consider that exorbitant, it is still much more reasonable than some of these astronomical rents I am seeing. If your community supports that rent limit, when the time comes I would welcome that support.

If there is anything else this office can do, Jerry, please call.

Best wishes,


Roger Franke
Executive Secretary

RFbc32
Encls.



CHARITABLE GAMBLING CONTROL BOARD

ROOM N-475 GRIGGS-MIDWAY BUILDING
1821 UNIVERSITY AVENUE
ST. PAUL, MINNESOTA 55104-3383
(612) 642-0555

February 19, 1988

Rev. George J. Kovalik, Pastor
The Church of All Saints
435 Fourth Street NE
Minneapolis, MN 55413

RE: License Number B-02301-002

Dear Reverend Kovalik:

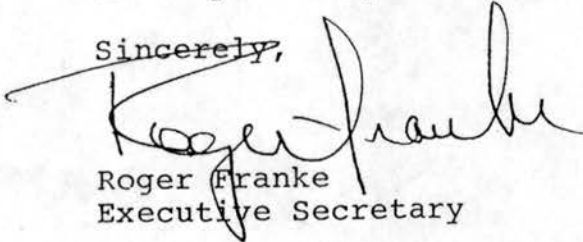
Thank you for providing us with information regarding the lease arrangements that you have for the conduct of gambling.

It appears from correspondence with John A. Watkins that the leases were submitted in error. Errors will happen. If the conditions of the leases have changed, then it is incumbent upon the lessor and leasee to inform the Board of that adjustment within 10 days of the effective day of the lease. Once that adjustment has been made, the signers of the lease would be expected to comply with the condition of the lease.

One issue that makes me somewhat uncomfortable is Mr. Watkins reference to justifying the expenditure because of the large volume of business and the anticipated growth. The statute is very clear that the rent cannot be based on a per capita or a percentage of profit. I am aware that there is no established percentage involved in your lease arrangement but it appears that the principle of lease payments based on activity might be employed in this case. In a side manner, I am aware as anyone is that the more money that is spent for allowable expenses means less money for the beneficiaries of charitable gambling from whom you receive the beautiful and touched letters.

Thank you for your response.

Sincerely,


Roger Franke
Executive Secretary

RFbc30

cc: John A. Watkins

†
THE CHURCH OF ALL SAINTS
435 FOURTH STREET, N.E.
MINNEAPOLIS, MINNESOTA 55413

GEN
FEB 16 1988

February 11, 1988

Mr. Roger Franke, Executive Secretary
Charitable Gambling Control Board
Room N-475 Griggs-Midway Building
St. Paul, Minnesota 55104-3383

RE: 02301 12/29/87

Dear Mr. Franke:

When your first letter reached me, I was very busy winding up end-of-the-year matters here at All Saints and getting ready for my winter vacation. So I asked our accountant, John Watkins, to reply in my name and give you the explanation you requested.

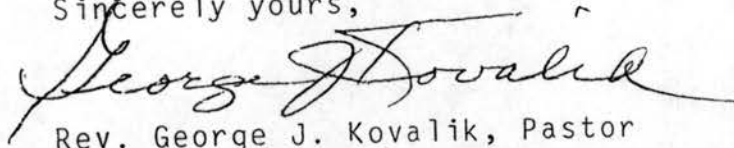
It is my understanding that John did write you. But I will be in touch with him again tomorrow morning and ask him to furnish you with the information you need.

I assure you that we are trying to run a good and clean and perfectly legitimate operation.

And I am very pleased to be able to help so many needy and deserving people both here at home and overseas. I have received many beautiful and touching letters from the beneficiaries of CHARITABLE GAMBLING. It is truly a godsend to them.

Thank you very much for your kind patience with us.

Sincerely yours,


Rev. George J. Kovalik, Pastor

COMPREHENSIVE®
accounting services

JOHN A. WATKINS

6000 BASS LAKE ROAD

MINNEAPOLIS, MINNESOTA 55429

612/533-0340

January 8, 1988

Mr. Roger Franke, Executive Secretary
Charitable Gambling Control Board
Room N-475 Griggs-Midway Building
1821 University Avenue
St. Paul, MN 55104

Re: 02301 12/29/87

Dear Mr. Franke:

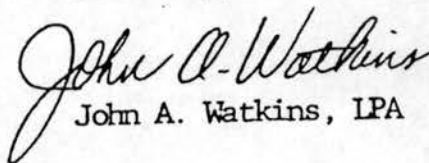
This letter is in response to your letter dated December 29, 1987 in which you requested an explanation of payments made under the lease agreement.

I have met with Father Kovalik and have reviewed the lease in question and the recently executed lease for the period November 5, 1987 to November 5, 1988. Since Father Kovalik has left the city for a few days he asked if I, as the accountant for the organization, would respond on his behalf.

The two leases were originally submitted in error in that the monthly rent of \$1,400.00 and \$2,800.00 was recorded as the total rent to be paid during the period of the respective leases. Both the lessee and lessor agree that these amounts represent the monthly rent. Both parties realize that the leases were prepared in error and the two leases have been amended. A copy of the amended leases are enclosed for your file.

The organization feels that this expenditure is reasonable based on the large volume of business conducted during the first ten months of operation and the anticipated growth during its second year.

Sincerely,


John A. Watkins, CPA

*all saints fund
corresp file*

AMENDED

THIS LEASE AGREEMENT, Made this 5th day of November, 19 87,
by and between _____

Paddock, herein called LANDLORD(S),
herein called TENANT(S).

and All Saints Church

The LANDLORD(S) agrees to lease and rent to the TENANT(S), in consideration of rent paid and promises made by the TENANT(S), and the TENANT(S) agrees to rent and lease from the LANDLORD(S), the premises described below, located in the County of Hennepin and State of Minnesota:

To use and occupy the premises just as they are, without any liability or obligation on the part of the LANDLORD(S), to make any alterations, improvements or repairs of any kind on or about the premises, for and during the full term of 11-5-87 from and after the _____ day of 11-5, 19 88 for the following purposes:

The TENANT(S) agree to pay to the LANDLORD(S) as rent the sum of 33,600.00 dollars for and during the full term of this lease:

(\$2,800.00 per month)

IT IS FURTHER MUTUALLY AGREED between the parties as follows:

QUIET ENJOYMENT. The LANDLORD(S) promises that on paying the rent and performing the promises contained in this agreement, the TENANT(S) shall peacefully and quietly have, hold and enjoy the leased premises for the agreed term.

ASSIGNMENT AND SUBLETTING. The TENANT(S) shall not assign this lease or sublet the premises described above, in whole or in part, without first obtaining the LANDLORD(S) written consent.

SURRENDER OF PREMISES. At the expiration of the lease term, the TENANT(S) shall vacate and surrender the premises to the LANDLORD(S) in as good condition and repair as they were at the commencement of this lease, reasonable use and wear excepted.

VIOLATION OF AGREEMENT. If the TENANT(S) fails to make any payments mentioned in this lease agreement or fails to pay any rent when it becomes due, or violates any other promise, condition or agreement contained in this agreement, the LANDLORD(S) may re-enter and take possession of the premises. The LANDLORD(S) re-entry will not affect the TENANT(S) obligation to pay rent and fulfill any promise or agreement contained in this agreement for the full term of the lease. Or, the LANDLORD(S) may at _____ option cancel and terminate this lease agreement and may re-enter and take possession of the premises.

IN TESTIMONY WHEREOF, Both parties have hereunto set their hands the day and year first above written.

Signed, Sealed and Delivered in presence of

George J. Kovalek Seal
John A. Danis Seal
Charles J. Kudak Seal

AMENDED

THIS LEASE AGREEMENT, Made this 15th day of Dec, 19 86

by and between PADDOCK, herein called LANDLORD(S),

and A Church of All Saints

herein called TENANT(S).

The LANDLORD(S) agrees to lease and rent to the TENANT(S), in consideration of rent paid and promises made by the TENANT(S), and the TENANT(S) agrees to rent and lease from the LANDLORD(S), the premises described below, located in the County of Henn and State of Minnesota:

To use and occupy the premises just as they are, without any liability or obligation on the part of the LANDLORD(S), to make any alterations, improvements or repairs of any kind on or about the premises, for and during the full term of 1-1-87 from and after the 1-1 day of 1-1, 19 88 for the following purposes:

The TENANT(S) agree to pay to the LANDLORD(S) as rent the sum of 16,800.00 dollars for and during the full term of this lease:

(@1,400.00 per month)

IT IS FURTHER MUTUALLY AGREED between the parties as follows:

QUIET ENJOYMENT. The LANDLORD(S) promises that on paying the rent and performing the promises contained in this agreement, the TENANT(S) shall peacefully and quietly have, hold and enjoy the leased premises for the agreed term.

ASSIGNMENT AND SUBLETTING. The TENANT(S) shall not assign this lease or sublet the premises described above, in whole or in part, without first obtaining the LANDLORD(S) written consent.

SURRENDER OF PREMISES. At the expiration of the lease term, the TENANT(S) shall vacate and surrender the premises to the LANDLORD(S) in as good condition and repair as they were at the commencement of this lease, reasonable use and wear excepted.

VIOLATION OF AGREEMENT. If the TENANT(S) fails to make any payments mentioned in this lease agreement or fails to pay any rent when it becomes due, or violates any other promise, condition or agreement contained in this agreement, the LANDLORD(S) may re-enter and take possession of the premises. The LANDLORD(S) re-entry will not affect the TENANT(S) obligation to pay rent and fulfill any promise or agreement contained in this agreement for the full term of the lease. Or, the LANDLORD(S) may at _____ option cancel and terminate this lease agreement and may re-enter and take possession of the premises.

IN TESTIMONY WHEREOF, Both parties have hereunto set their hands the day and year first above written.

Signed, Sealed and Delivered in presence of

George J. Zovalik Seal
John A. Danisewicz Seal
Thaddeus J. Dudek Seal
Paddock Bar
By Joe Hartgen

State of _____
County of _____ } ss.

On this _____ day of _____, A.D. 19 _____, before me, a
_____ within and for said County, personally appeared

to me known to be the person _____ described in and who executed the foregoing instrument, and acknowl-
edged
that _____ he _____ executed the same as _____ free act and deed.

Notary Public

County of _____

State of _____

My Commission expires _____, 19 _____

Lease

FROM

Paddock

LANDLORD(S)

TO

All Saints Church

TENANTS(S)

Amount, \$ 2800⁰⁰ per month

payable 1st of month

at _____



CHARITABLE GAMBLING CONTROL BOARD

ROOM N-475 GRIGGS-MIDWAY BUILDING
1821 UNIVERSITY AVENUE
ST. PAUL, MINNESOTA 55104-3383
(612) 642-0555

December 29, 1987

Reverend George Kovalik, Pastor
Church of All Saints
435 4th Street NE
Minneapolis, MN 55413

RE: License Number B-02301-002

Dear Reverend Kovalik:

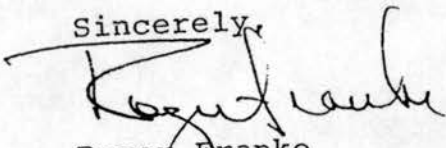
The purpose of this letter is to inquire about the operation of your gambling license, B-02301-002.

As I review the lease agreement that we have on file between your organization and your lessor, I find that your organization will be paying \$1400 for and during the term of the lease which is identified in the document dated December 15, 1986 to be January 1, 1987 through January 1, 1988. Your tax reports indicate that between January 1987 and September 1987 your organization made payments in the amount of \$12,360 to your lessor.

This sort of expenditure is highly questionable.

I would request that you provide an explanation for these expenditures at the earliest possible time. I look forward to having your response by January 7, 1988. (In your response please refer to 02301 12/29/87.)

Sincerely,


Roger Franke
Executive Secretary

RFbc30

2-10-88
Information was requested and has not been received.
This is a second request. Please provide the
information within 10 days or respond to us that
you will not be providing the information.
Thank you.

*See attached copies
of our response dated Jan 8, 1988.*

1/27/88

FIRE DEPARTMENT
ANNUAL REPORT
1987

In 1987 the Fire Department responded to 379 emergency alarms. This is an increase of 33 alarms over 1986.

The estimated fire loss for 1987 totaled \$246,505.00 compared to \$435,859.00 in 1986. This is a decrease of \$189,354.00.

Largest commercial loss: \$14,500.00 - Dean Casting.

Largest single fire loss: \$60,000.00 - a single family dwelling.

Greatest number of responses: 131 - Medical emergencies.

No deaths from fire

Submitted by,

A. R. Quady

Arthur Quady
Fire Chief/Marshal

kkg

1/27/88

STAFF OF OFFICERS
1987

Chief/Fire Marshal Art Quady

Assistant Chief

 North Station Greg Antrim

 South Station Judd Anderson

Captains

 North Station

 Days Randy Eberling

 Nights Steve Matis

 South Station

 Days Scott Crandall

 Nights Mark Gaulke

Deputy Chief Training Officer Terry Anderson

Assistant Training Officer Steve Longaecker

kkq

1/27/88

MONTHLY FIRE LOSS
1987

MONTH	BUILDINGS	CONTENTS	VEHICLES	MISC.	TOTAL
Jan.	\$3,058	\$2,184	\$3,800	\$	\$9,042
Feb.		\$14,500			\$14,500
Mar.	\$32,700	\$27,950		\$500	\$61,150
Apr.			\$750		\$750
May	\$8,000	\$1,400	\$10,000		\$19,400
June	\$8,050	\$175	\$625		\$8,850
July	\$40,000	\$21,500	\$500		\$62,000
Aug.		\$1,200	\$650		\$1,850
Sept.	\$7,000	\$12,000	\$300		\$19,300
Oct.	\$4,471	\$3,500	\$2,000	\$300	\$10,271
Nov.			\$2,000		\$2,000
Dec.	\$24,474	\$12,700	\$218		\$37,392
	<u>\$127,753</u>	<u>\$97,109</u>	<u>\$20,843</u>	<u>\$800</u>	<u>\$246,505</u>

kkg

1/27/88

BREAKDOWN OF FIRE LOSSES
1987

COMMERCIAL		
a. Buildings	\$19,924	
b. Contents	\$15,350	
	<hr/>	\$35,274
RESIDENTIAL		
a. Buildings	\$107,829	
b. Contents	\$81,759	
	<hr/>	\$189,588
VEHICLES		\$20,843
MISCELLANEOUS		\$800
	TOTAL	<hr/>
		\$246,505
		=====

kkg

1/27/88

kkg

FIRE CAUSE & LOSS
1987

RESIDENTIAL	COMMERCIAL	MISC.	CAUSE	LOSS
House			Oven Fire	\$4,942
House			Chimney	\$300
	Manufacturing		Wax Build-up	\$14,500
	Apartment		Cigarette	\$150
House			Oven Fire	\$5,500
	Compactor		Unknown	\$500
House			Refinishing	\$55,000
			with flammable	
House			Combustibles too close	\$9,400
Garage			Fire Out	\$350
	Manufacturing		Fire in Exhaust Vent	\$7,700
House			Dryer	\$175
	Restaurant		Broken Sprinkler Head	\$500
House			Child w/Matches	\$60,000
House			Food on Stove	\$1,000
House			Lamp on Bed	\$1,200
Garage			Misuse of Flammable	\$19,000
House			Paint Heat Gun	\$1,271
		Satellite	Incendiary	\$300
Garage			Cigarette	\$250
House			Grease on Stove	\$6,200
	Apartment		Child w/Matches	\$250
House			Electric Heater	\$20,000
House			Grease in Oven	\$2,500
	Apartment		Unknown	\$12,174
Garage			Electrical Short	\$2,500
				\$225,662
Nineteen (19) Autos and Trucks				\$20,843
TOTAL				\$246,505

Yearly Arson Loss

1981 -	\$ 46,000
1982 -	638,000
1983 -	68,850
1984 -	400
1985 -	4,250
1986 -	11,450
1987 -	300

Arson Fires

1 - Satellite

1/27/88

FIRE PREVENTION BUREAU
ANNUAL REPORT
1987

The Fire Prevention Bureau is charged with the responsibility of reducing hazards which contribute to the occurrence and spread of fire. The Bureau also administers and enforces the Minnesota Uniform Fire Code and the Crystal City Code. The Fire Marshal supervises one Fire Prevention Bureau Inspector.

While Fire Prevention seeks to reduce fire hazards, Fire Safety seeks to inform and educate citizens of the Community to help guard their own safety from fire--recognizing human failure as a contributing and significant factor in the cause and spread of fire.

This report is broken down into two parts: Fire Prevention
- covering inspections, codes, enforcement; and Fire Safety
- covering public education and special programs.

FIRE PREVENTION

The following summary details the inspections made of commercial, industrial and multiple unit occupancies within the City:

Summary of Inspection

Initial Building Inspections	259
Re-Inspections	63
Other Inspections	45
Complaints Requiring Inspections . . .	31
Consultations	43

Inspections by Occupancies

Government	3
Day Care Centers	4
Institutions	4
Churches	4
Apartment Buildings	29
Office Occupancies	12
Retail Stores	79
Airport Buildings	6
Industrial Manufacturing	17
Garages and Service Stations	22
Restaurants and Bars	50
Motels	3
Dry Cleaners	5
Others	56
Consultations	43

Since 1984 the Fire Prevention Bureau has implemented a hood and vent cleaning inspection in restaurants. These inspections are done at all hours of the day and night and are done after the cleaning is complete. There is a permit fee of \$25.00. In 1987 there were 58 such inspections made.

Fire Prevention and Inspection

A good working relationship with all units of local Government has been stressed throughout the year. The Building Department and Health department have continually provided assistance in resolving problems of overlapping jurisdiction and addressing technical problems encountered during Fire Inspections.

Correction orders written during the year were complied with by building owners/managers.

FIRE SAFETY

Our Fire Safety program is aimed toward reducing the loss of life and property through public awareness of fire hazards within the community. This program is composed of 100% public contact.

During the year projects were done on apartments to upgrade Fire and Life Safety.

Our yearly Fire Safety Program, in 1987, consisted of a display to the schools of a fire truck and its equipment as well as complete Firefighters' turnout gear.

A program by the Fire Cadets was also put on for the students.

Attended the day long "Fire Prevention Day" at North Memorial, displaying equipment and helping in demonstrations of "stop, drop and roll" with Robbinsdale Fire Department.

Fire Station tours are conducted year-round for groups of all ages. This year 200 children and adults were given a short Fire Safety program and an explanation of the Fire Department's services, followed by a guided tour of the South and North Fire Station.

A fire extinguisher demonstration and film was held at Crystal Care Center. About 100 employees attended.

An Open House at the North Fire Station was held in August, which was a huge success. A fire prevention booth was set up and handouts were given out. Also Fire trucks were on display for inspection.

Freddie the Fire Truck was an added feature to the Fire Prevention Bureau. It was donated by the Church of All Saints and will aid in Fire Prevention Programs.

kkg

ANNUAL FIRE TRAINING REPORT
1987

The Crystal Fire Department Training Division is charged with the responsibility of outlining, directing, evaluating, and supervising the training activities of the Department.

The training division is staffed with two training Officer's, Deputy Chief Terrence Anderson, who is state licensed and Captain Steve Longaecker. On necessary occasions, other officers are assigned to the training division to assist.

Fire Apprentice firefighter's attended, and one has completed, "Firefighter I" training put on by North Hennepin Votech. The Apprentice firefighters attend one day or evening class a week for twenty-four weeks. The apprentice firefighters training is based on NFPA 1001, Professional qualification for firefighters. NFPA 1001 categorizes skills and knowledge of firefighting and lists them in the form of performance objectives. All apprentice firefighters are on a continued training program throughout their one year probationary period.

First Aid and CPR training were given to renew member cards.

Thirty members received intensive training from North Memorial Hospital in emergency care for medical emergencies. This course is free of charge to members on the Crystal Fire Department. The rest of the members on the Department will complete this course this year. Three members on the Department have received Instructor's training from North Memorial and assist them in training in the First Responder course. Captain Steve Longaecker is a member of the board for this type of training at North Memorial Hospital.

Three fire Officers on the Department attended a "Hazardous Materials" class put on by the North Suburban Mutual Aid Association. Two firefighters attended an air crash fire rescue class put on by M.A.C. at the Twin City Airport.

Deputy Chief Terrence Anderson has been elected President of the North Suburban Mutual Aid Training Officer's Association.

There was a total of 2406.5 manhours of training on the Crystal Fire Department in 1987. The Training Officers also gave training to 61 firefighters from other departments for a total of 183 manhours.

<u>SUBJECT</u>	<u>TOTAL MANHOURS</u>
Aerial & Ladders	75.5
Breathing Apparatus	220
Firefighter I	344
Fire Pumps & Driving	557.5
Fire Suppression	473.5
First Aid & Rescue	578
Hazardous Material	99
Hose Loads and Nozzles	<u>59</u>
	2406.5

kg

1/27/88

ANNUAL REPORT - 1987
FIRE DEPARTMENT

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
APARTMENT ALARMS NON FIRE	4	3	2	0	3	2	2	3	4	3	2	2	30
SCHOOL ALARMS NON FIRE	0	0	0	0	1	0	1	0	0	1	0	0	3
NURSING HOME ALARMS NON FIRE	1	0	0	0	0	1	1	1	1	0	0	1	6
HOUSES	4	0	3	1	1	2	2	2	0	4	0	4	23
SCHOOLS	0	0	0	0	0	0	0	0	0	0	0	0	0
COMMERCIAL BLDGS., NURSING HOMES, APARTMENTS	5	2	3	3	3	4	2	2	2	2	0	1	29
GRASS, RUBISH	0	4	5	9	2	2	1	0	3	6	2	0	34
MUTUAL AID	2	2	0	4	0	1	4	2	0	0	1	1	17
GARAGES AND SHEDS	0	0	0	0	0	2	0	0	1	1	0	1	5
AUTOS & TRUCKS	3	0	0	3	2	2	2	4	1	4	1	3	25
FALSE ALARMS	1	1	0	0	0	0	1	0	0	0	1	0	4
SMOKE SCARE	3	2	2	0	0	1	2	0	0	0	0	2	12
MISC: DRYER, GAS SPILL, FURNACE MOTOR, STORM	1	0	1	1	1	6	10	2	5	0	2	1	30
ASSIST POLICE DEPT.	0	0	0	2	0	1	2	4	1	2	2	0	14
BOMB SCARE	0	0	1	0	1	0	0	0	0	0	0	0	2
MEDICAL EMERGENCY	14	8	13	12	14	12	9	8	6	12	11	12	131
AIRPORT EMERGENCY	0	1	0	0	1	0	0	1	1	0	0	0	4
STAND-BY EMERGENCY	0	0	0	0	0	0	0	0	0	1	0	0	1
NORTH MEMORIAL	0	2	0	2	1	0	0	2	2	0	0	0	9
TOTALS	38	25	30	37	30	36	39	31	27	36	22	28	379
TOTAL LOSS	\$9,042	\$14,500	\$61,150	\$750	\$19,400	\$8,850	\$62,000	\$1,850	\$19,300	\$10,271	\$2,000	\$37,392	=====

kkg

YEARLY TOTAL LOSS
\$246,505
=====

February 23, 1988

MEMO

TO: Jerry Dulgar, City Manager
John Olson, Assistant City Manager
Tom Heenan, Head Sanitarian

FROM: Julie Jones, Recycling Coordinator

RE: 1987 Recycling Report to Hennepin County

Attached is a copy of my 1987 Report on Crystal's Recycling Programs. As you review this report, you may wish to compare itemized program costs to tonnage recycled. Crystal was very successful in keeping recycling programs within the county guideline that programs not cost more than \$100 per ton recycled. Crystal's average was \$68/ton.

The only recycling program which did not meet these guidelines was the implementation and operation of the Robbinsdale/Crystal Recycling Center. The costs for this program were \$453/ton, which gravely exceeds the county guideline. Our participation rate was also extremely low.

Publicity efforts to increase participation levels are being made. However, even if we reach the participation levels that Robbinsdale has, the Robbinsdale/Crystal Recycling Center will continue to be Crystal's most costly program when you compare tonnage recycled.

jm
Enclosure



4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

ADMINISTRATIVE OFFICE

February 19, 1988

Carl Michaud, Recycling Coordinator
Department of Environment & Energy
822 South 3rd Street, Suite 300
Minneapolis, MN 55415

Dear Mr. Michaud:

Enclosed is the City of Crystal's 1987 Year End Recycling Report, as required in Section 1, item D of Contract Number 70527, Crystal's recycling contract with Hennepin County.

A tonnage report shows the recycling accomplishments of Crystal's 1987 recycling programs. Crystal's 1987 recycling level was 3.5%, not including pre-1982 programs. Also shown on the report is tons recycled through pre-1982 recycling programs, including volunteer groups. Crystal's recycling percentage, including these programs, is 4.9%.

The Cost versus Budget Summary is followed by an Itemized Program Cost Report, which further explains the costs of each program. Recycling revenues are less than originally projected due to the elimination of the \$.50/household rebate by Metropolitan Council.

The City of Crystal is requesting a final 1987 cost reimbursement of \$15,358.66. This amount exceeds our contract amount by \$547.66. Therefore, we are requesting an amendment to our contract (see attached letter).

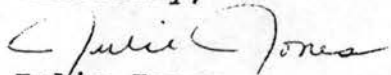
The county previously approved a recycling reimbursement of \$5,385.15. Thus, our net 1987 request is for \$9,973.51.

Publicity strategies used for our recycling programs have been primarily flyers, written notices on cable T.V., articles in the city newsletter, and advertisements in the local newspapers. Examples of publicity material used after August 31, 1988, are included in this report.

Participation rates are impossible to determine on our drop-off programs, with the exception of the Robbinsdale/Crystal Recycling Center, where each user is asked to register. An average of 40 Crystal residents per weekend used this recycling center in 1987, which is a participation rate less than 1%.

If there is additional information necessary for this report, please contact me at 537-8421, extension 135.

Sincerely,

A handwritten signature in cursive script that reads "Julie Jones".

Julie Jones
Recycling Coordinator



4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

ADMINISTRATIVE OFFICE

February 19, 1988

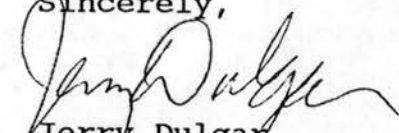
Carl Michaud
Recycling Coordinator
Department of Environment & Energy
822 S. 3rd Street, Suite 300
Minneapolis, MN 55415

Dear Mr. Michaud:

The City of Crystal has expended beyond its 1987 Recycling Contract amount and requests an amendment to Contract Number 70527. Hennepin County agreed to compensate the City with \$14,811.00, which was 50% of Crystal's proposed budget. We have exceeded that proposal by \$547.66, however, as shown in Crystal's Yearend Recycling Report.

Please forward this request to the Hennepin County Board of Commissioners and send Crystal the necessary materials for completing the amendment process.

Sincerely,



Jerry Dulgar
City Manager

kg

1987 RECYCLING TONNAGE REPORT

NEW PROGRAMS	DATES IN PROGRESS	TOTAL 1987 TONNAGES
Tire Recycling at City Shop	12-9-87	1.00 ton
October Leaf Collection	10-1-87 thru 11-15-87	444.15 tons
Goodwill Donation Center	7-8-87 thru 12-31-87	20.19 tons
Local News- paper Bins	10-26-87 thru 12-31-87	28.00 tons
Office Paper Recovery	8-31-87 thru 12-31-87	1.91 tons
Robbinsdale/Crystal Recycling Center	10-3-87 thru 12-31-87	14.30 tons
Waste Oil Recycling	Continuous	27.65 tons

TOTAL TONNAGE NEW PROGRAMS 537.20 tons
(Represents 3.5% of Crystal's total waste stream)

PRE-1982 PROGRAMS

Scrap Metal from Shop	14.05 tons
Brunswick Church Quarterly Drop-offs	21.45 tons
St. Raphael's School Newspaper Drives	177.12 tons
TOTAL TONNAGE OLD PROGRAMS	212.62 tons

TOTAL TONNAGE ALL PROGRAMS 749.82 tons
(Represents 4.9% of Crystal's total waste stream)

kg

COSTS VS. BUDGET SUMMARY

	ACTUAL 1987 COSTS	1987 PROPOSED COSTS
RECYCLING PROGRAM COSTS:		
LABOR	\$29,070	\$15,531
EQUIPMENT	\$17	\$2,450
PROMOTION	\$1,862	\$7,700
COLLECTION CONTRACTS	\$3,000	\$2,766
MISC. (Legal fees, travel expenses, org. collection, educational materials & license)	\$624	\$4,300
TOTAL	\$34,573	\$32,747
OTHER ACTIVITIES:		
GOODWILL ADC	\$1,417	\$2,300
CORREGATED & PAPER RECOVERY	\$217	\$100
PARADE, EMPLOYEE LUNCHROOM RECYCLING	\$364	\$150
TOTAL	\$1,998	\$2,550
COMPOSTING:		
LABOR	\$0	\$350
EQUIPMENT	\$0	\$0
PROMOTION	\$21	\$200
COLLECTION CONTRACTS	\$0	\$650
TOTAL	\$21	\$1,200
TOTAL OF ALL PROGRAMS	\$36,592	\$36,497

kg

CITY OF CRYSTAL 1987 YEAR END RECYCLING REPORT
JANUARY 1, 1987 to December 31, 1987

1987 ITEMIZED PROGRAM COSTS:

<u>PROGRAM</u>	<u>COST</u>
1. Goodwill/Easter Seals ADC	
July ADC Charge	\$212.50
Aug. " "	266.36
Sept. " "	251.20
Oct. " "	231.58
Nov. " "	224.11
Dec. " "	<u>231.58</u>
TOTAL PROGRAM COST:	\$1,417.33
2. Office Paper Recovery	
1 hr./wk. collection by maintenance	
@ \$12.04 for 8 wks. (started 8-26-87)	216.72
Cost of desktop containers	<u>- 0 -</u>
TOTAL PROGRAM COST:	\$216.72
3. Waste Oil Collection	
1 hr/wk cleanup by maintenance	
@ 12.04/HR. for 52 wks.	626.08
Hazardous Waste License	<u>130.50</u>
TOTAL PROGRAM COST:	\$756.58
4. Frolics Parade	
"Crystal Recycles" Banner	97.80
Printing Cost of 1,000 flyers	21.15
Crystal T-Shirts for Volunteers	<u>28.00</u>
TOTAL PROGRAM COST:	\$146.95
5. Robbinsdale/Crystal Recycling Center	
Startup Fund Payment	3,000.00
Work gloves for volunteers	14.07
Grand Opening Ads in Post & Shopper	453.68
Employee Ad for Supervisor	21.00
Printing Cost of flyers	88.15
Balloons for Grand Opening	110.39
Delivery cost of flyers	300.00
Labor cost of Recycling Center Person	
25 hrs. @ \$5.00/hr.	125.00
Labor Cost of Recycling Cord.	
140 hrs. @ \$15.74/hr.	2,203.60
Temporary Help at Recycling Center	
(10-3-87 and 10-17-87)	
Kevin Whelan 5 hrs. @ \$13.50/hr (OT)	67.50
Kelli Granlund 5 hrs. @ \$10.79/hr (OT)	53.95

Ann Remiarz 10 hrs. @ \$4.00/hr (reg.)	40.00
Fuel for City Truck at Recycling Center	<u>3.50</u>
TOTAL PROGRAM COSTS:	\$6,480.84

6. October Leaf Collection	
Flyers given to refuse haulers for distribution	21.15
Charge by refuse haulers	<u>- 0 -</u>
TOTAL PROGRAM COSTS:	\$21.15

7. Local Newspaper Bins	
Cost of Refuse Bins	- 0 -
Postage & Advertising (included in Misc. Expenses)	
TOTAL PROGRAM COSTS:	<u>- 0 -</u>

8. Employee Lunchroom Recycling	
1 hr. cleanup/wk. by maintenance @ \$12.04/hr for 18 wks.	<u>216.72</u>
TOTAL PROGRAM COSTS:	\$216.72

OTHER EXPENSESLabor Costs not Included Above:

Asst. City Manager salary & benefits (24hrs. @ \$33.96/hr.)	815.04
Recycling Cord. salary & benefits (5-18-87 to 12-31-87)	
495hrs. @ \$15.74/hr. (140hrs. staffing recycling center subtracted from 635 total hrs.)	7,791.30
Health Sanitarian salary & benefits (1-1-87 to 12-31-87)	
25% time @ \$23.34 (.25 x 2,080 hrs.)	12,136.80
Health Dept. Secretary salary & benefits (1-1-87 to 12-31-87)	
10% time @ \$12.80/hr. (.10 x 2,080 hrs.)	2,662.40
Temporary Adm. Secretary (8-2-87 to 8-30-87)	
49.25 hrs. @ \$11.15/hr.	549.14
Part-time Adm. Secretary	
Temp. status 9-20-87 to 12-13-87 (160.75 hrs. @ \$11.15/hr.)	1,792.36
Hired by City 12-15-87 to 12-31-87 (36 hrs. @ \$5.75/hr.)	207.00
Recycling Coordinator's mileage	<u>198.12</u>
TOTAL LABOR COSTS:	\$26,152.16

MISC. COSTS:

Legal Fees	\$247.50
Xerox Costs (5,472 copies @ .06/copy)	328.32
Postage Costs	184.75
Recycling Articles in Crystal Newsletter (April, July & Oct. issues - 48.75 col. inch. @ \$7.71/c.i.)	375.86
Subscription to <u>Biocycle</u>	29.00
Subscription to <u>Technology Review</u>	<u>18.00</u>
TOTAL MISC. COSTS:	\$1,183.43

TOTAL COST ALL PROGRAMS:	\$36,591.88
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1987 CRYSTAL RECYCLING YEAREND REPORT

REVENUES:

Sale of Recycables	
Waste Oil	\$774.38
Office Paper	53.30
Robbinsdale/Crystal Recycling Ctr. (given to volunteers)	- 0 -
Metropolitan Council	
\$.50/household/yr.	n/a
\$4.00/ton Rebate (11.72 tons) (gave remaining amount to volunteer grps)	46.88
Other Grants (Met. Council Incentive Grant - 1st payment)	<u>5,000.00</u>
TOTAL PROGRAM REVENUES	\$5,874.56
NET PROGRAM COST	\$30,717.32

50% County Reimbursement:	\$15,358.66
Previously approved County Reimbursement:	5,385.15
Remaining 1987 Reimbursement due:	9,973.51

DUE DATE: NOON, WEDNESDAY, FEBRUARY 24, 1988

MEMO TO: Jerry Dulgar, City Manager

MEMO FROM: John Olson, Assistant City Manager

ACTION NEEDED MEMO: From the February 16, 1988 Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of February 16, 1988. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

DEPARTMENT

ITEM

PRESENTATIONS

1. Presentation of check to James N. Skiff, recycling winner for January.
ACTION NEEDED: No action needed.

CITY MANAGER

2. Presentation of a check in the amount of \$15,000 to the City for the use of purchasing playground equipment at Twin Oak Park.
ACTION NEEDED: Send letter of thanks and appreciation to Post Commander Howard Niggeler.
ACTION TAKEN: Letter written by Park & Recreation Director.

CONSENT AGENDA

PUBLIC WORKS
DIRECTOR

1. Set public hearing to consider variances at 4900 West Broadway.
ACTION NEEDED: Notify affected property owners of public hearing on March 15.
ACTION TAKEN: Publication and notification process in progress.

PUBLIC WORKS
DIRECTOR

2. Set public hearing for tentative approval of proposed plat at 3209 Florida Ave. N.
ACTION NEEDED: Notify affected property owners of public hearing date.
ACTION TAKEN: Publication and notification process in progress.

ASSISTANT CITY
MANAGER

3. Consideration of a request to continue rezoning hearing at 3401 Vera Cruz to April 5.
ACTION NEEDED: Place item on April 5 Council Agenda.
ACTION TAKEN: Item to be placed on April 5 Council Agenda.

PARK & RECREATION
DIRECTOR

4. Consideration of the appointment of an Assistant Weed Inspector for 1988.
ACTION NEEDED: Send in appointment material to the county.
ACTION TAKEN: Sent in on February 18, 1988.

HEALTH DEPT.

5. Consideration of setting May 21, 1988 as the date of Crystal's Rabies Vaccination Clinic.
ACTION NEEDED: Begin preparation to advertise Rabies Clinic.
ACTION TAKEN: Publicity prepared and ready to go.

CITY MANAGER

6. Acknowledgment of a donation of \$3,000 from the Crystal Lions Club for playground equipment at Lions Valley Place Park.
ACTION NEEDED: Send letter of thanks and appreciation to the Lions Club.
ACTION TAKEN: Letter sent 2-19-88.

CITY CLERK

7. Consideration of a request for solicitor's permit for the Northwest Y.M.C.A. for food drive on March 5.
ACTION NEEDED: Issue permit.
ACTION TAKEN: Applicant notified 2-17-88.

REGULAR AGENDA

BUILDING
INSPECTOR

1. Consideration of a building permit for Brutger Companies for a 79-unit senior citizen rental building at 6315 - 55th Avenue North.
ACTION NEEDED: Issue building permit.
ACTION TAKEN: Waiting for signed construction plans and bond.

CITY MANAGER

2. Consideration of the applications of the appointment to the Park & Recreation Advisory Commission.
ACTION NEEDED: Send letter of appointment to Mary Moucha for a term expiring December 31, 1988.
ACTION TAKEN: Letter sent 2-17-88.

RECYCLING
COORDINATOR

3. Consideration of a resolution approving the revised Recycling/Refuse Joint Powers Agreement.
ACTION NEEDED: Notify Brooklyn Center, Brooklyn Park, and New Hope of revised agreement.
ACTION TAKEN: New Hope notified by phone and mail 2-17-88; Brooklyn Center notified by mail 2-18-88; Brooklyn Park notified by mail 2-18-88. Brooklyn Center and New Hope have been sent copy of agreement and certified copy of resolution.

CITY CLERK

4. Consideration of Second Reading of an Ordinance regarding procedures of City Council meetings.
ACTION NEEDED: Publish Ordinance.
ACTION TAKEN: Sent for publishing 2-17-88.

CITY MANAGER

5. Consideration of an advisory committee for the Regional Transit Board.
ACTION NEEDED: Notify Regional Transit Board of appointment of Mayor Aaker as Delegate and City Manager as Alternate.
ACTION TAKEN: Application for appointment of Mayor Aaker returned to Regional Transit Board 2-18-88.

PUBLIC WORKS
DIRECTOR

6. Consideration of change order #4 and final project payment for Becker Park improvements.
ACTION NEEDED: Notify contractor of Council approval.
ACTION TAKEN: Final paperwork and check issuance authorized.

PUBLIC WORKS
DIRECTOR

7. Consideration of a bid for an emergency standby generator system at the South Lift Station.
ACTION NEEDED: Notify low bidder of Council acceptance and proceed to purchase equipment.
ACTION TAKEN: Contract sent to contractor for execution.

ADMINISTRATIVE
ASSISTANT

8. Consideration of a lease agreement between the Knights of Columbus and the City of Crystal for the Senior Center and Congregate Dining.
ACTION NEEDED: Notify Knights of Columbus of Council approval of agreement.
ACTION TAKEN: Notified 2-18-88.

CITY MANAGER

9. Consideration of the appointment of Jack Irving to the HRA.
ACTION NEEDED: Notify Mr. Irving and HRA Chairperson John Schaaf of the appointment.
ACTION TAKEN: Letter sent 2-17-88.

CITY CLERK

10. Licenses.
ACTION NEEDED: Issue licenses.
ACTION TAKEN: Licenses issued.